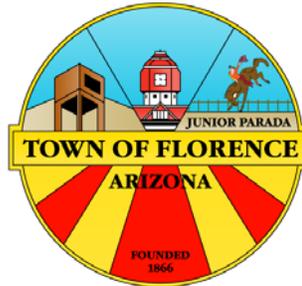


TOWN OF FLORENCE REGULAR MEETING AGENDA

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, February 3, 2020

6:00 PM

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, February 3, 2020, 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. PRESENTATIONS

- a. **2019 Annual Report** from the Greater Florence Chamber of Commerce. (Roger Biede)
- b. **2020 Legislative Agenda** Presentation (Ben Bitter)

7. 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 purchase** one 2020 Chevy Crew Cab, from Courtesy Chevrolet, for the Water Division of Public Works, in an amount not to exceed \$37,940.41. (Chris Salas)

- b. **Authorization to suspend** the Town of Florence Special Event Vendor Permit rules for the Road to Country Thunder event to allow the Greater Florence Chamber of Commerce to coordinate vendors and collect vendor fees as a fundraiser during the Road to Country Thunder event on April 11, 2020. (Bryan Hughes)
- c. **Authorization to enter** into Intergovernmental Agreement No. 2019-03, allowing the Florence Police Department to participate in the Arizona Criminal Justice Commission Grant No. DC-20-010 and accept the reimbursement of employee overtime costs and related expenses. (Bruce Walls)
- d. **Approval of a Settlement** Agreement and General Release in the matter of the Association of Florence Firefighters, International Association of Firefighters Local 4512 versus the Town of Florence. (Cliff Mattice)
- e. **Approval of accepting** the register of demands ending December 31, 2019, in the amount of \$3,349,618.12. (Rebecca Jimenez)

8. UNFINISHED BUSINESS

- a. **Ordinance No. 687-20:** Discussion/Approval/Disapproval of AN ORDINANCE OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, AMENDING 30.45 ENTITLED ACTION TAKEN BY ORDINANCE. First reading held on January 21, 2020. (Cliff Mattice)

9. NEW BUSINESS

- a. **Resolution No. 1731-20:** Discussion/Approval/Disapproval of A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY ARIZONA, SUPPORTING PENDING LEGISLATION REGARDING ABSENTEE LANDLORDS OF VACANT AND ABANDONED BUILDINGS; AND AUTHORIZING EXECUTION BY THE MAYOR OF SUPPORTING DOCUMENTS. (Larry Harmer)
- b. **Ordinance No. 688-20:** Discussion/Approval/Disapproval of AN ORDINANCE OF THE TOWN OF FLORENCE, ARIZONA RESCINDING ORDINANCE NO. 678-19 AND ADOPTING THE LOCAL ALTERNATIVE EXPENDITURE LIMITATION FOR THE TOWN FOR THE FISCAL YEAR 2019-2020 AT \$45,251,331. (Rebecca Jimenez)
- c. **Discussion/Approval/Disapproval** to accept the Sanitation Rate Study and adopt by motion, a Notice of Intention to increase sanitation rates and fees as provided in the Sanitation Rate Study and set a Public Hearing for March 16, 2020. (Rebecca Jimenez)

10. MANAGER'S REPORT

11. DEPARTMENT REPORTS

- a. **Community Development**
- b. **Community Services**
- c. **Courts**
- d. **Finance**
- e. **Fire**
- f. **Police**

g. **Public Works**

12. CALL TO THE PUBLIC

13. CALL TO THE COUNCIL – CURRENT EVENTS ONLY

14. 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 JANUARY 29, 2020, 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.*****

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 6a.
MEETING DATE: February 3, 2020 DEPARTMENT: Administration STAFF PRESENTER: Jennifer Evans, Management Analyst SUBJECT: 2019 Annual Report from the Greater Florence Chamber of Commerce		<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input 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
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input checked="" 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:

None, for information only.

BACKGROUND/DISCUSSION:

The Greater Florence Chamber of Commerce provides a written annual report and presents it to the Town Council to fulfill the terms outlined in the Professional Services Agreement. The Chamber manages the daily operations of McFarland State Historic Park and the Florence Visitors Center under this agreement. The 2019 Professional Services Agreement includes, but is not limited to the following services:

1. Operate the Florence Visitor Center and McFarland State Historic Park.
2. Work with local and regional media outlets to encourage positive coverage and attention to Florence.
3. Maintain a comprehensive, up-to-date Annual Florence Special Events calendar.
4. Work with the Town and local business community to develop a strategy to attract visitors to the Town of Florence.
5. Actively coordinate and promote at least six cultural programs, special events, or activities at McFarland State Historic Park.

Last year, the Town Council approved the Professional Services Agreement with the Chamber of Commerce in an amount not to exceed \$82,500. The term of the agreement is July 1, 2019 through December 31, 2020.

A VOTE OF NO WOULD MEAN:

Not applicable

A VOTE OF YES WOULD MEAN:

Not applicable

FINANCIAL IMPACT:

None

ATTACHMENTS:

2019 Greater Florence Chamber of Commerce Annual Report
Presentation

Greater Florence Chamber of Commerce 2019 Annual Report

McFarland State Historic Park & Florence Visitor Center January 1, 2019 through December 31, 2019

OPERATIONS

The Florence Visitor Center and McFarland State Historic Park operated from January 1 through December 31, Monday through Saturday. Summer hours, June through September, were 9:00 AM to 3:00 PM; winter hours, October through May, were 9:00 AM to 5:00 PM.

The Visitor Center provided access to a public telephone (local calls only), drinking water, and general information about the Town of Florence, the region, and the state. This includes brochures, maps, and other advertisements on enjoying all Arizona has to offer.

The outside rack has been kept stocked with brochures that are available to visitors after hours. An annual Florence special events calendar was created and updated quarterly as required by the Town.

VISITATION

<u>Park Visitors</u>	<u>2018</u>	<u>2019</u>	<u>+/- Percentage</u>
1 st Quarter	5,035	4,084	-18.9%
2 nd Quarter	966	840	-15%
3 rd Quarter	411	492	+17.94%
4 th Quarter	1514	1582	+4.49%
Annual Total	7,926	6,998	-11.8%

<u>Visitor Center Visitors</u>	<u>2018</u>	<u>2019</u>	<u>+/- Percentage</u>
1 st Quarter	773	670	-13.3%
2 nd Quarter	295	1045	+71.77%
3 rd Quarter	194	279	+35.94%
4 th Quarter	313	335	+13.42
Annual Total	1,575	2,329	+32.4%

<u>Total Visitors</u>	<u>2018</u>	<u>2019</u>	<u>+/- Percentage</u>
1 st Quarter	5,808	4,754	-18.1%
2 nd Quarter	1,161	1,885	+33.10%
3 rd Quarter	605	771	+24.13%
4 th Quarter	1,827	1,937	+6.02%
Annual Total	9,501	9,347	-2.1%

Visitor Center counts are those visitors who come in for information only, and do not tour the remainder of the Park.

*Approximately midway through 2017, a change was made in how people who only visit the gift shop were tracked. Whereas in previous years they were counted as Visitor Center visitors, they are now considered Park visitors. This accounts for some of the large count changes of the first two quarters in the "Park Visitor" and "Visitor Center Visitors" categories.

DONATIONS

	<u>2018</u>	<u>2019</u>	<u>+/- Percentage</u>
1 st Quarter	\$1,115.87	\$918.17	-17.7%
2 nd Quarter	\$389.63	\$313.88	-24.10%
3 rd Quarter	\$173.50	\$111.07	-43.88%
4 th Quarter	\$446.69	\$352.54	-23.54%
Annual Total	\$1,838.88	\$1,695.66	-7.8%

GIFT SHOP

The gift is developing into a great asset and advertisement for the Town. We now carry many items from nearby business to not only induce sales within the gift shop, but to also carry interest to other businesses on Main St. It continues to be a strong performer also profit margins will be looked to improve in 2020.

Gross Sales	<u>2018</u>	<u>2019</u>	<u>+/- Percentage</u>
1 st Quarter	\$11,762.23	\$9,625.84	-18.2%
2 nd Quarter	\$2,939.13	\$4,276.91	+31.28%
3 rd Quarter	\$1,756.46	\$2,203.35	+22.57%
4 th Quarter	\$5,379.17	\$5,375.18	-0.074%
Annual Gross Sales	\$21,836.99	\$21,481.28	-0.02%

MARKETING

McFarland State Park hosted many events during the year to bring people to the Park, bring people to Downtown, and to entertain. The programs varied on subject, time, and audience. We feel that it was a successful year overall, with many well attended programs.

We started a bit more of Social Media presence at the end of the year with some amazing results on interest and attendance to programs. In 2020 we will be continue to use Social Media along with other advertising platforms to bring even more recognition and attention to the Town and Park.

Some of the events held at the park are as follows:

Early in the year McFarland Park hosted four programs/events: a three-part series by speaker Hoyt Huckabay—"Peralta Stones" in January, with 29 in attendance; "Lost Dutchman Gold Mine" in February, with 40 in attendance; and "Maps and Half Lies" in March, with 15 in attendance. The programs were promoted on the Chamber website, the Chamber newsletter, the Chamber and McFarland Facebook pages, the town newspaper, a neighborhood website, and flyers. Also in March the Park joined American Legion Post 9 and the Greater Florence Chamber of Commerce to host "The 75th Anniversary Celebration of the G.I. Bill." It included a parade on Main Street, a ceremony in Padilla Park; and refreshments at McFarland Park. It was promoted widely across the state and in *National Veterans Magazine*.

Friday, April 5th, an educational program was provided to the public: "Arizona Kicks on Route 66," presented by Arizona Humanities speaker, Marshall Shore. The courtroom served as the hospitality room. The program was promoted on the Chamber website, the Chamber newsletter, The Chamber and McFarland Facebook pages, the Arizona State Parks and Trails website and social media, the town newspaper, a neighborhood website, and flyers.

April 11 – 14, During the annual Country Thunder event, The Greater Chamber of Commerce sold gift shop items from the Arizona Correctional Industries, Rail 3 Ranch, and the Windmill Winery. Chris Stapleton, Tim McGraw, Dierks Bentley, Brett Eldridge were some of the featured musicians.

September 21st – September 28th during the regular business hours of 9:00 AM – 2:00 PM McFarland hosted an art show. It was a juried art show (three categories: paintings, photography, and mixed media) that was held here at McFarland State Historic Park. Over 20 local artists participated in Flo-Art this month. Two local art teachers, one art gallery manager, and one artist judged the art on Friday afternoon September 21st.

Wednesday, Oct. 30th - "In the Footsteps of Martha Summerhayes" - presented by AZ Humanities speaker, Wayne Ranney, 2:00PM – 3:00 P M (We served light refreshments in the courtyard following this event.)

Wednesday, Nov. 6th - "Arizona's Great Escape" – presented by AZ Humanities speaker, Steve Renzi, 2:00 PM – 3:00 PM (We served light refreshments in the courtyard following this event.)

Wednesday, December 4th – "Nevertheless She Persisted! Women Who Make A Difference on the Arizona Frontier" – Jan Cleere, 2:00 PM – 3:00 PM (We served light refreshments in the courtyard following this event.)

Saturday, January 4th – “The Shadow Catchers” 150 Years of Arizona Photography – Jim Turner, 11:00 AM – NOON (We served light refreshments in the courtyard following this event.)

All programs were promoted on the Chamber website, the Chamber newsletter, the Chamber and McFarland Facebook pages, the Florence newspaper, a neighborhood website, and flyers. This year Arizona State Parks and Trails has started advertising our events on their website and other social media sites.

McFarland State Park/Florence Visitor Center participated in the Florence Annual Historic Home Tour.

McFarland State Park

A NEW BEGINNING



2019

Visitations: 9,347

Donations: \$1695

Gift Shop: \$21,481



Visitation

2018

- ▶ 1st Quarter 5,808
- ▶ 2nd Quarter 1,161
- ▶ 3rd Quarter 605
- ▶ 4th Quarter 1,827

Total 9,501

2019

- ▶ 1st Quarter 4,754
- ▶ 2nd Quarter 1,885
- ▶ 3rd Quarter 771
- ▶ 4th Quarter 1,937

Total 9,347



Donations

2018

- ▶ 1st Quarter 1,115
- ▶ 2nd Quarter 389
- ▶ 3rd Quarter 173
- ▶ 4th Quarter 446

Total 1,838

2019

- ▶ 1st Quarter 918
- ▶ 2nd Quarter 313
- ▶ 3rd Quarter 111
- ▶ 4th Quarter 352

Total 1,695



Gift Shop

2018

- ▶ 1st Quarter 11,762
- ▶ 2nd Quarter 2,939
- ▶ 3rd Quarter 1,756
- ▶ 4th Quarter 5,379

Total 21,836

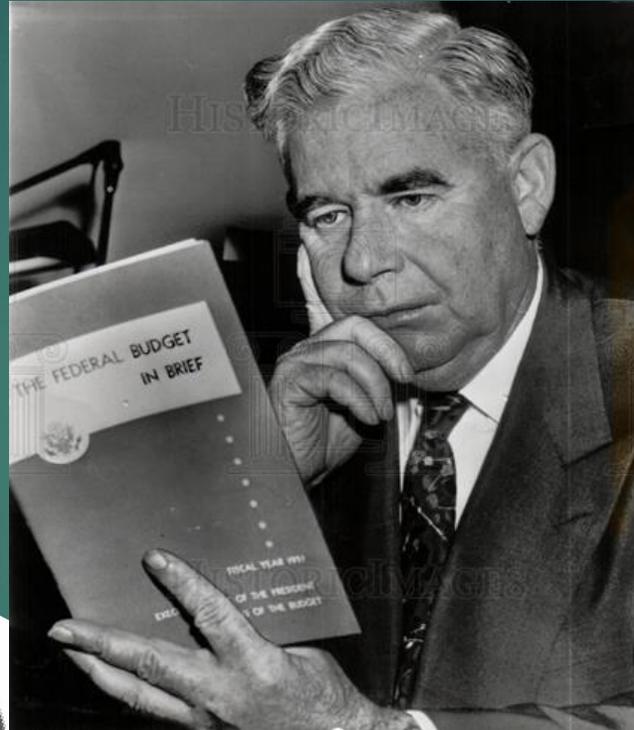
2019

- ▶ 1st Quarter 9,625
- ▶ 2nd Quarter 4,276
- ▶ 3rd Quarter 1,756
- ▶ 4th Quarter 5,375

Total 21,481



TO BE CONTINUED....





TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 6b.

MEETING DATE: February 3, 2020

DEPARTMENT: Administration

STAFF PRESENTER: Benjamin Bitter, Intergovernmental and Communications Manager

SUBJECT: 2020 Legislative Agenda

- 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:

This item is for information only.

BACKGROUND/DISCUSSION:

Staff will provide a proposed Legislative Agenda and will receive comments from Council regarding the proposed items and actions that staff will implement throughout the legislative session and coming year.

A VOTE OF NO WOULD MEAN:

Not applicable

A VOTE OF YES WOULD MEAN:

Not applicable

FINANCIAL IMPACT:

There is no perceived financial impact for implementing the Legislative Agenda. Staff has budgeted resources for time and expenses associated with lobbying activities.

ATTACHMENTS:

2020 Legislative Agenda PowerPoint

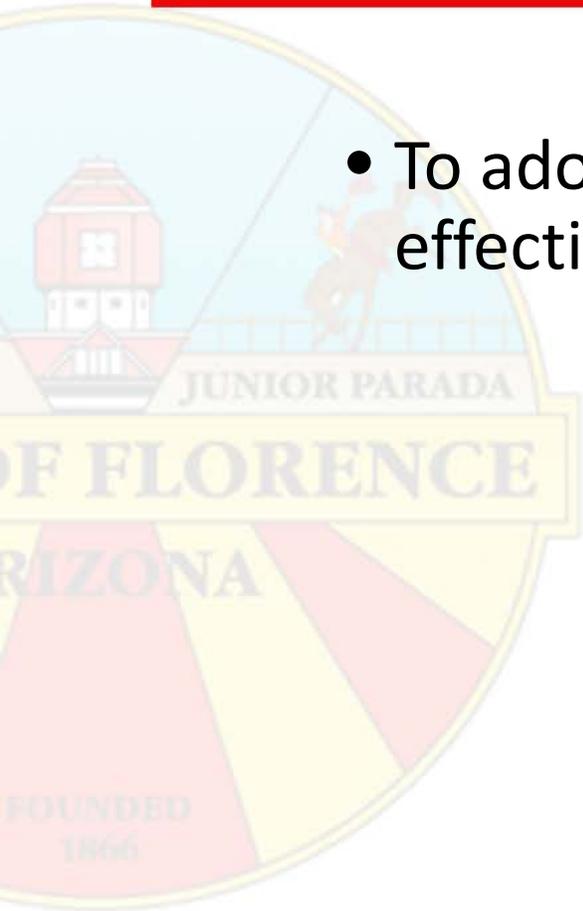


2020 Legislative Agenda



Goal

- To adopt a legislative agenda that allows the Town of Florence to effectively focus our legislative efforts on Council priorities.





2020 Legislature

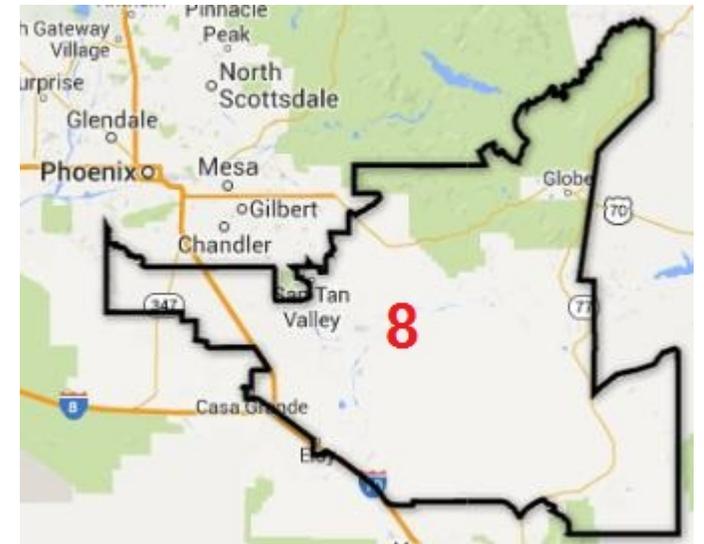
Second Regular Session of the 54th Legislative Session began January 13th, 2020.

- Session should last about 100 days (~April 22nd, 2020)
 - Likely to be shorter than last year's session, as the Senate, House, and Governor have all released their budget proposals. And it's an election year, so they want to go campaign!
- Senate President Karen Fann (R - Prescott)
- Speaker of the House Rusty Bowers (R - Mesa)



Florence Representatives

- District 8
 - Senator Frank Pratt (R – Casa Grande)
 - Representative T.J. Shope (R – Coolidge)
 - Representative David Cook (R – Globe)





Proposed Legislative Agenda

1. Protect/Enhance Existing Revenue Sources
 - Highway User Revenue Fund / State-Shared Revenues
2. Oppose Cost Shifting onto Cities and Towns
3. Preserve Local Control
 - Incorporation / Land Use Planning / Business Licensing
4. Fight for the Prison Industry
 - Prisoners should be counted where they live – at the Prison
 - Support pay increases for correctional officers
 - Minimize financial/economic impacts of closure of ASPC-F



Proposed Legislative Agenda

5. Seek budget allocations for the Heritage Fund
6. Create Economic Development Tools
 - Tax Increment Financing / AZ Commerce Authority / Vacant Building Registry
7. Enhance Tourism
 - AZ Office of Tourism
8. Public Services
 - Protect surface and ground water / reclaimed & remediated
9. Do No Harm



Implementation Plan

Staff will:

- Advocate in support of this agenda at all levels.
- Coordinate activities with the Arizona League of Cities and Towns.
- Communicate with Council on issues affecting Florence and Pinal County through Legislative Updates in Council agenda packets.
- Enlist assistance of individual members of Council to initiate targeted strategies, when warranted.
- Seek additional Council direction as needed.



Implementation Plan

Staff has/will:

- Attend the CAG Legislative Day (2/3/20).
- Review bills as they are presented and register positions on the Legislature's "Request to Speak" system.
- Each councilmember also has access to the system.
- Communicate with AZ Representatives Cook & Shope, AZ Senator Pratt, U.S. Representative Gosar and U.S. Senators Sinema and McSally.



State Budget (FY21)

- Arizona's largest budget in history (\$12.3B)
- Governor is proposing over \$1B in new spending
 - One-time deposit of \$25 million to the State "Rainy Day Fund"
 - \$608 million in new money for K-12 education
 - Highway User Revenue Fund (HURF) remains fully-funded
 - **\$10 million** of funding for competitive Rural Broadband grants
 - Keeps the Department of Revenue assessment at **\$20.8 million**
 - Town of Florence paid \$69,178 to ADOR in FY20.
 - Proposes **10% increase** in salaries for Department of Corrections employees across the state.
 - Funds soil and drainage studies of the Superstition Vistas Planning Area in Pinal County.
 - \$28 million to accelerate expansion of the I-10 between Tucson and Phoenix.



Important Bills

- **HB 2053** – Executive Sessions; Security Plans (**Rep. Espinoza**)
 - Would **allow** cities to hold executive sessions to discuss building safety or cybersecurity plans behind closed doors.
- **HB 2305** – Private Trash Providers (**Rep. Townsend**)
 - Would **prohibit** cities from *criminally* enforcing any requirements for residents to maintain solid waste services through a private provider.
- **SB 1160/1161** – Cancer Presumption (**Sen. Carter/Boyer**)
 - All forms of cancer contracted by firefighters and/or peace officers would be presumed to have been contracted on the job. Town insurance would be required to cover costs associated with its treatment.
- **HB 2313** – Partisan offices for local officials (**Rep. Grantham**)
 - Cities would be **prohibited** from adopting any codes that would require the installation of fire sprinklers in an existing building, unless the owner undertakes a major renovation or remodel.



Important Bills

- **HB 2705** – Vacant; abandoned buildings; ordinances (**Rep. Shope**)
 - Bill for Florence and other rural communities. Allows for registry for vacant and abandoned buildings.
- **HB 2615** – Appropriation for 2020 Census (**Rep. Espinoza**)
 - Would **prohibit** cities from requiring vacant properties to maintain utilities.
- **HB 2551** – Appropriation; state parks; heritage fund(**Rep. Osborne**)
 - Would provide the Heritage Fund with \$10M in FY21.
- **SB 1280** – Pensions; unfunded liability; expenditure limits (**Sen. Mesnard**)
 - Would remove payments to PSPRS/ASRS unfunded liabilities from consideration in the calculation of the Town's expenditure limitation.

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 7a.
MEETING DATE: February 3, 2020 DEPARTMENT: Public Works STAFF PRESENTER: Christopher Salas, P.E. Public Works Director/Town Engineer SUBJECT: Purchase of Chevy Crew Cab from Courtesy Chevrolet for Water Division		<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:

Authorization to purchase one 2020 Chevy Crew Cab from Courtesy Chevrolet for the Water division of Public Works, in an amount not to exceed \$37,940.41. The purchase will be made utilizing the State of Arizona Contract No. ADSPO17-166120.

BACKGROUND/DISCUSSION:

The Water Division of Public Works has aging fleet. This purchase will allow the Town to auction off one 15-year old vehicle that has high mileage, is worn out and no longer serviceable. This procurement will be a replacement vehicle for the Utilities division and will add additional capacity components for workloads and will allow the Town to dispose of and replace the old truck. Adding the new truck allows reduced shop rates and costs on parts.

Moving fleet around, disposing of the old, and adding new vehicles will begin to start the process of moving fleet in a positive direction where they can be best used in positions for other staff.

A VOTE OF NO WOULD MEAN:

A vote of “no” would mean that the Town will continue with costly maintenance and a vehicle that is not dependable.

A VOTE OF YES WOULD MEAN:

A vote of “yes” would allow use of a new low maintenance, dependable, and safe vehicle.

FINANCIAL IMPACT:

The cost is \$37,940.41.

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
- State Contract Vehicle Quote
- State of Arizona Contract # ADSPO17-166120



Town of Florence Bid Tabulation Sheet 052-575-505

		General Ledger Account Number:	
Verbal (Only allowed \$5,000 or less)		Date Prepared:	1/17/2020
Written / Fax / Email (Mandatory over \$5,000 bids attached)		Prepared By:	DHILLS
Formal Sealed Bid :	COURTESY CHEVROLET	Open Date:	
		Close Date:	

Item(s) (Include quality, Brand, Model & Color): NEW 2020 CHEVY 2500HD CREW CAB LONG BED 4X4 FOR WATER DEPT

VENDORS	Payment Terms (Discount)	Availability	Who Pays Shipping?	Unit Price	Extended Price	Comments
1	Name:	Courtesy Chevrolet		\$35,000.00	\$37,940.91	State contract # ADSP017-166120
	Address:	1233 East Camelback Rd		Tax: \$ 2,940.91		
		Phoenix Az 85014		Freight:		
	Contact:	Joe Pfeffer		Labor		
	Phone:	602-604-3043	Fax:			
	Email:	jpfeffer@courtesychev.com		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

STATE CONTRACT # ADSP017-166120

HAS VEHICLE IN STOCK

Department Head Approval:		Date:	1/17/2020
Finance Director Approval:		Date:	1/17/20
Town Manager Approval:		Date:	1/17/20

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.

COURTESY CHEVROLET

ADSP017-166120

**STATE CONTRACT
VEHICLE QUOTE**

CONTRACT VEHICLE 2020 CHEV 2500HD
CREW CAB, LONG BED, 4X4, WT PKG

-

CONTRACT PRICE PER ATTACHED SPECS \$ 34,505.00
6.6L V8 (GAS), AUTO, A/C

**INCLUDES-
POWER WINDOWS, LOCKS, TILT,
CRUISE, BLUETOOTH, REAR CAMERA
KEYLESS ENTRY
TRAILER PKG/BRAKE CONTROLLER
SPRAY IN LINER**

Z82/JL1
LINER

INCLUDED
\$ 495.00

**UNIT IN STOCK
SUBJECT TO AVAILABILITY**

TOTAL \$ 35,000.00

TIRE TAX \$ 5.00

TAX \$ 2,935.91

EXTENDED WARRANTY

GRAND TOTAL \$ 37,940.91



Master Blanket Purchase Order ADSP017-166120

Header Information

Purchase Order Number:	ADSP017-166120	Release Number:	0	Short Description:	Vehicles, New Purchases
Status:	3PS - Sent	Purchaser:	Nick Perrera	Receipt Method:	Dollars
Fiscal Year:	2017	PO Type:	Blanket	Minor Status:	
Organization:	State of Arizona	Location:	SPO - State Procurement Office	Type Code:	Statewide
Department:	ADSP0 - State Procurement Office	Entered Date:	04/04/2017 01:02:19 PM	Control Code:	
Alternate ID:		Retainage %:	0.00%	Discount %:	0.00%
Days ARO:	120	Print Dest Detail:	If Different	Release Type:	Direct Release
Catalog ID:		Release Type:	Direct Release	Pcard Enabled:	Yes
Contact Instructions:	Nick Perrera at Nick.Perrera@azdoa.gov, 602-542-9128	Tax Rate:		Actual Cost:	\$1.08

Master Blanket/Contract End Date (Maximum): 03/31/2022 11:59:59 PM

Project No.: Solicitation ADSP017-00006397

Building Code:

Cost Code:

Special Purchase Types:

PIJ NUMBER:

Coop Spend To Date:

Commodity Reference Id:

PO External Doc Type: None

Agency Attachments: [PO Terms & Conditions ADSP017-00006397 Solicitation File.zip](#) [Summary of All Awarded Vehicle Contracts~2.pdf](#) [Award Letter and Signed Offer and Acceptance](#) [Current 2017 Contract Pricing for 17-166120](#) [Current Certificate of Insurance](#) [Current 2018 Model Year Pricing Change Order to renew to 2019 Renewal through 03.31.2020~4.pdf](#)

Vendor Attachments:

Agency Attachment Forms:

**Vendor Attachment
Forms:**

Primary Vendor Information & PO Terms

Vendor:

**9000003009 - COURTESY
CHEVROLET**
Joe Pfeffer
1233 E. Camelback Rd.
Phoenix, AZ 85014
US
Email:
jpfeffer@houseofcourtesy.com
Phone: (602)279-3232
FAX: (602)604-3099
Alt. Reference: Z0001

Payment Terms: Net 30

Shipping Method: Best Way

Shipping Terms: F.O.B., Destination

Freight Terms: Freight Allowed

PO Acknowledgements:

Document	Notifications	Acknowledged Date/Time
Purchase Order	Emailed to jpfeffer@houseofcourtesy.com at 04/06/2017 07:11:27 PM	04/13/2017 10:49:41 AM
Change Order 1	Emailed to jpfeffer@houseofcourtesy.com at 09/19/2017 05:07:42 PM	09/20/2017 11:48:19 AM
Change Order 2	Emailed to jpfeffer@houseofcourtesy.com at 02/05/2018 03:14:10 PM	
Change Order 3	Emailed to jpfeffer@houseofcourtesy.com at 03/15/2018 01:33:28 PM	03/16/2018 12:23:32 PM
Change Order 4	Emailed to jpfeffer@houseofcourtesy.com at 04/05/2018 10:38:30 AM	04/05/2018 04:18:38 PM
Change Order 5	Emailed to jpfeffer@houseofcourtesy.com at 07/24/2018 01:17:47 PM	07/24/2018 02:01:27 PM
Change Order 6	Emailed to jpfeffer@houseofcourtesy.com at 09/25/2018 03:16:37 PM	10/23/2018 04:15:27 PM

Master Blanket/Contract Vendor Distributor List

Vendor ID	Alternative ID	Vendor Name	Preferred Delivery Method	Vendor Distributor Status
9000003009	PZ9000003009	COURTESY CHEVROLET	Email	Active

Master Blanket/Contract Controls

Master Blanket/Contract Begin Date: 04/01/2017 **Master Blanket/Contract End Date:** 03/31/2020
Cooperative Purchasing Allowed: Yes

Organization	Department	Dollar Limit	Dollars Spent to Date	Minimum Order Amount
ALL ORG - Organization Umbrella Master Control	AGY - Agency Umbrella Master Control	\$0.00	\$4,568,446.35	\$0.00

Item Information

1-5 of 17
1 2 3 4

Print Sequence # 1.0, Item # 1: Freight, per contract vendor charges the following for transportation and delivery: 3PS
Apache \$250, Cochise \$200, Coconino \$150, Gila \$200, Graham \$250, Greenlee -
\$275, LaPaz \$200, Maricopa \$0, Mohave \$200, Navajo \$250, Pima \$175, Pinal \$150, Sent
SantaCruz \$225, Yavapai \$175, Yuma \$200

NIGP Code: 962-86
Transportation of Goods and Other Freight Services

Bid # / Bid Item #: ADSP017-00006937 / 1 Quote # / Quote Item #: 000043951 / 1

Receipt Method	Qty	Unit Cost	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
Dollars	1.0	\$1.00	EA - Each	0.00	\$0.00	8.300%	\$0.08	\$1.08

Manufacturer: _____ Brand: _____ Model: _____
 Make: _____ Packaging: _____
 Project No.: _____
 Building Code: _____
 Cost Code: _____
 Property Number: _____

Print Sequence # 2.0, Item # 2: Sedans 3PS - Sent

NIGP Code: 071-04
Automobiles and Station Wagons

Receipt Method	Qty	Unit Cost	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
Dollars	1.0	\$0.00	EA - Each	0.00	\$0.00		\$0.00	\$0.00

Manufacturer: _____ Brand: _____ Model: _____
 Make: _____ Packaging: _____
 Project No.: _____
 Building Code: _____
 Cost Code: _____
 Property Number: _____

Print Sequence # 3.0, Item # 3: SUV's 3PS - Sent

NIGP Code: 071-80
SUV Type Vehicles (Incl. Carryalls)

Receipt Method	Qty	Unit Cost	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
Dollars	1.0	\$0.00	EA - Each	0.00	\$0.00		\$0.00	\$0.00

Manufacturer: _____ Brand: _____ Model: _____
 Make: _____ Packaging: _____
 Project No.: _____
 Building Code: _____
 Cost Code: _____
 Property Number: _____

Print Sequence # 4.0, Item # 4: Passenger Van 3PS - Sent

NIGP Code: 071-92
Vans, Passenger (Regular and Handicapped Equipped)

Receipt Method	Qty	Unit Cost	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
Dollars	1.0	\$0.00	EA - Each	0.00	\$0.00		\$0.00	\$0.00

Manufacturer: _____ Brand: _____ Model: _____
 Make: _____ Packaging: _____
 Project No.: _____

Building Code:

Cost Code:

Property Number:

Print Sequence # 5.0, Item # 5: Cargo Vans 3PS - Sent

NIGP Code: 071-90
Vans, Cargo

Receipt Method	Qty	Unit Cost	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
Dollars	1.0	\$0.00	EA - Each	0.00	\$0.00		\$0.00	\$0.00

Manufacturer:

Brand:

Model:

Make:

Packaging:

Project No.:

Building Code:

Cost Code:

Property Number:

1-5 of 17
1 2 3 4

Exit



Contract Change Order Summary

Contract No.: ADSPO17-166120

Change Order No.: 6

Date: September 25, 2018

Arizona Department of
Administration
State Procurement Office
100 N. 15th Avenue, Suite 201
Phoenix, AZ 85007

Vehicles, New Purchases

COURTESY CHEVROLET

1. The above mentioned contract is hereby amended as follows:
 - a. In accordance with Special Terms and Conditions paragraph 2.6, Contract Extension, the term of the contract shall be extended an additional twelve (12) months **through 03/31/20**.

ALL OTHER REQUIREMENTS, SPECIFICATIONS, TERMS AND CONDITIONS REMAIN UNCHANGED
ACKNOWLEDGEMENT AND AUTHORIZATION

This change order shall be fully executed upon the approval electronically in ProcureAZ by an authorized representative of the Contractor and applied to the contract in ProcureAZ by the Procurement Officer or delegate.

Douglas A. Ducey
Governor



Craig C. Brown
Director

ARIZONA DEPARTMENT OF ADMINISTRATION

STATE PROCUREMENT OFFICE

100 NORTH FIFTEENTH AVENUE • SUITE 201
PHOENIX, ARIZONA 85007

(602) 542-5511

Sent via e-mail to: jpfeffer@courtesychev.com

March 31, 2017

Joe Pfeffer, Fleet Manager
Courtesy Chevrolet
1233 E Camelback
Phoenix, AZ 85014

Subject: RFP ADSP017-00006397, Vehicles, New Purchases
Notice of Solicitation Results (Quote #000043951)

Dear Offeror:

Thank you for submitting a response to Request for Proposal Solicitation No ADSP017-00006397, Vehicles, New Purchases. I am pleased to inform you that your company's offer has been selected for award. The initial contract term shall begin on 04/01/2017 and terminate on 03/31/2018.

The procurement file for this solicitation, including evaluation documents and resultant contracts, are now available for public viewing via the State's e-Procurement system, ProcureAZ. Your contract number is ADSP017-166120. Please reference this number on all quotes given under this contract. Attached you will find the updated Offer and Acceptance with your contract number noted, please sign and return this form to me along with a completed pricing excel document for all 2017 vehicles available for purchase under this contract. We will set up an award meeting to go through the terms of your contract at a later date.

In accordance with Special Term and Conditions of the contract and prior to beginning work under the contract, your company is required to submit a Certificate of Insurance to the State Procurement Office. The certificate of insurance shall indicate that your company is in compliance with insurance requirements contained in the contract. If you have not already submitted your insurance documents, please submit your certificate of insurance to me no later than 04/07/2017.

You are cautioned not to begin any work under the contract until the Procurement Officer assigned to your contract has issued a written notice to proceed.

If you have any questions regarding your company's contract, please feel free to contact me at Lori.Noyes@azdoa.gov or 602-542-7144. Thank you for your response and for your continued interest in doing business with the State of Arizona.

Sincerely,

A handwritten signature in blue ink that reads "L. Noyes".

Lori Noyes
Statewide Procurement Manager



Request for Proposal

Solicitation No.
ADSP017-00006397

Description:
Vehicles, New Purchases

Arizona Department of Administration
State Procurement Office
100 N 15th Ave., Suite 201
Phoenix, AZ 85007

Attachment 1 Offer and Acceptance Form

SUBMISSION OF OFFER: Undersigned hereby offers and agrees to provide Vehicles, New Purchases to the State of Arizona in compliance with the Solicitation indicated above and our Offer indicated by the latest dated version below.

Courtesy Chevrolet

Offeror company name

Signature of person authorized to sign Offer

Initials

1233 E Camelback

Address

Joe Pfeffer

Printed name and title

Phoenix, AZ 85014

City | State | ZIP

Fleet Manager

Contact name and title

86-0123463

Federal tax Identifier (EIN or SSN)

jpfeffer@courtesychev.com 602-604-3040

Email Address

Phone Number

CERTIFICATION: By signature in the above, Offeror certifies that it:

- will not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, [Arizona] State Executive Order 2009-9 or A.R.S. §§ 41-1461 through 1465;
- 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 submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause will result in rejection of the Offer. Signing the Offer with a false statement will void the Offer, any resulting contract, and may be subject to legal penalties under law;
- complies with A.R.S. § 41-3532 when offering electronics or information technology products, services, or maintenance; and
- is not debarred from, or otherwise prohibited from participating in any contract awarded by federal, state, or local government.

ACCEPTANCE OF OFFER: State hereby accepts the initial Offer, Revised Offer, or Best and Final Offer, and which was dated below. Offeror is now bound (as Contractor) to carry out the Work under the attached Contract, of which the Accepted Offer forms a part. Contractor is cautioned not to commence any billable work or to provide any material or perform any service under the Contract until Contractor receives the applicable Order or written notice to proceed from Procurement Officer.

State's Contract No. is: ADSP017-166120

The effective date of the Contract is:

L. Noyes

3.31.17

Lori Noyes, Procurement Officer

Contract awarded date

Douglas A. Ducey
Governor



Craig C. Brown
Director

ARIZONA DEPARTMENT OF ADMINISTRATION

STATE PROCUREMENT OFFICE

100 NORTH FIFTEENTH AVENUE • SUITE 201
PHOENIX, ARIZONA 85007

(602) 542-5511

TO: Solicitation File
FROM: Lori Noyes, Statewide Procurement Manager
DATE: March 31, 2017
SUBJECT: Executive Summary of Solicitation ADSP017-00006397, Vehicles, New Purchase

TIMELINE

Solicitation ADSP017-00006397 was conducted pursuant to A.R.S. § 41-2534 and implementing rules. The State Procurement Office issued the solicitation on February 28, 2017, sending notifications to two hundred (200) vendors through ProcureAZ. The RFP was approved to advertise on February 28, 2017. Eleven (11) offers were received electronically via ProcureAZ on or before 3:00 PM, March 22, 2017 from the following Offerors:

Tempe Dodge Chrysler Jeep
Don Sanderson Ford Inc
RFVT Motors, Inc
Midway Chevrolet

LHM Corp Adr
San Tan Auto Partners LLC
O'Reilly Chevrolet
Larry Miller Toyota

Courtesy Chevrolet
Bill Luke Chrysler Jeep and Dodge Inc
Superstition Springs Chrysler Jeep
Dodge Ram

EVALUATION

After review of the responses submitted for the solicitation it is suggested that awards be made to the vendors listed below to represent the State. These vendors has been found responsible and responsive to the Request for Proposal as solicited.

Vendors	Total	Vendors	Total
Quote 43830 Sanderson Ford	787	Quote 43869 Larry Miller Dodge	676
Quote 43911 San Tan Ford	759	Quote 43944 Larry Miller Toyota	669
Quote 43951 Courtesy Chevrolet	704	Quote 43839 Peoria Ford	663
Quote 43930 O'Reilly Chevrolet	700	Quote 43705 Tempe Dodge	643
Quote 43863 Midway Chevrolet	699	Quote 43967 Bill Luke Chrysler	584
Quote 43968 Superstition Chrysler	689		

CONTRACT AWARD / DETERMINATION

In accordance with A.R.S. §41-2534 and A.A.C. R2-7-C317, contracts were awarded to the responsive, responsible offeror(s) whose offer(s) conform in all material aspects to the requirements and criteria set forth in the aforementioned solicitation.

DOCUMENTATION

This determination shall be placed in the procurement file.

EFFECTIVE

This Determination is effective and shall remain in effect unless otherwise modified or revoked.

Signature
Lori Noyes, Statewide Procurement Manager

March 31, 2017

Date



Request for Proposal

Solicitation No.
ADSP017-00006937

Description:
Vehicles, New Purchases

Arizona Department of Administration
State Procurement Office
100 N 15th Ave., Suite 201
Phoenix, AZ 85007

Section 1: Solicitation Summary

1.0 What the State Is Soliciting

The Arizona Department of Administration, State Procurement Office division (the State), as authorized under A.R.S. § 41-2501 is seeking to establish one or more "statewide" contracts to satisfy the needs for all state agencies, boards, and commissions, as well as participating purchasing cooperative members (collectively, the Eligible Agencies) to provide **Vehicles, New Purchases**, which in general terms includes services associated with the purchase of new, not previously owned, vehicles. The Special Terms and Conditions provide a more detailed definition of Eligible Agencies, and a list of all state agencies and purchasing cooperative members is available on the State Procurement Office website at:

<https://spo.az.gov/procurement-services/cooperative-procurement/state-purchasing-cooperative>

OFFERORS SHOULD READ THE ENTIRE SOLICITATION CAREFULLY.

2.0 What's In the Solicitation

Part 1:	Section 1:	Solicitation Summary	ProcureAZ file #1: Open First_17-6937_Summary_Part 1
	Section 2-A:	Scope of Work	ProcureAZ file #2: 17-6937_Solicitation_Part 2
Part 2:	Section 2-B:	Pricing Document	
	Section 2-C:	Special Terms and Conditions	
	Section 2-D:	Uniform Terms and Conditions	
Part 3:	Section 3-A:	Instructions to Offerors	ProcureAZ file #3: 17-6937_Attachments_Part 3
	Section 3-B:	Offer Forms	

3.0 How and When Proposals Are Due

Proposals will only be accepted online in the "ProcureAZ" system at <https://procure.az.gov> until the "Bid Opening Date" indicated in ProcureAZ for the Solicitation No. shown at the top of this page. Proposals must be in the State Procurement Office's possession online no later than that deadline.

LATE PROPOSALS WILL NOT BE CONSIDERED. No extension or grace period will be given for delays or incomplete proposals caused by internet connectivity problems, file uploading difficulties, or misunderstanding of the requirements or procedures for online submission in ProcureAZ.

4.0 Pre-Offer Conference

The State WILL conduct a Pre-Offer Conference for this Solicitation at the time and place indicated in the solicitation's 'Pre-Bid Conference' field as found within the State's e-Procurement system, ProcureAZ (<https://procure.az.gov>); attendance is optional. Refer to paragraph 2.7 of the Instructions to Offerors for more information.

5.0 Inquiries

Any question related to this Request for Proposal shall be submitted utilizing the "Q&A" tab within ProcureAZ. The Offeror shall not contact or ask questions of the department for which the requirement is being procured.

End of Section 1



Procurement Determination: Competition Impracticable

Sections 1 through 3 MUST be completed
Use Attachments as Necessary

1) Agency: State Procurement Office

Name: **Lori Noyes** Title: **State Procurement Manager**

Phone: **602.542.7144** Fax:

Subject Materials or Services: **Vehicles, New Purchases**

Estimated Cost: **<\$100,000**

2) Provide full description of materials or services: New vehicle purchase contracts; 12-016662-Chapman Ford, 12-016665-Larry Miller Toyota, 12-016667-Courtesy Chevrolet, 12-016668-Bill Luke Chrysler, 12-016669-Midway Chevrolet, 12-016670-Sanderson Ford, 12-016671-San Tan Ford and 13-049554-Larry Miller Dodge

3) Provide justification: To allow ADOT to continue with their federal grant participation, a sixty-day extension is required to assure current vendors stay on contract until the process is completed. Current contracts are set to expire January 17, 2017, extension to March 31, 2017.

Note: In accordance with the Procurement Rules, the Arizona Uniform Terms and Conditions must be made a part of all contracts. If you will be required to sign a software licensing agreement or sign any other agreement containing terms and conditions, which will be made part of the final contract, you must receive prior approval from the Office of the Attorney General.

Approval of this request does not allow for agencies to exceed their dollar acquisition amount of delegated authority.

To Be Completed by Procurement Authority

APPROVAL

- Request Authorized Pursuant to: R2-7-E303
- Request Denied:
- Request Returned for Additional Information:
- See Comments:

Comments:

Approved by:

Signature:

Title:

Date:

AGENCY NOTICE: This is your official written determination in response to your procurement authorization request. The original request shall be maintained in the State Procurement Office.

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 7b.
MEETING DATE: February 3, 2020 DEPARTMENT: Administration STAFF PRESENTER: Bryan Hughes, Community Services Director SUBJECT: Suspension of the Special Event Vendor Permit rules on April 11, 2020, for the Road to Country Thunder Event		<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:

A motion to suspend the Town of Florence Special Event Vendor Permit rules for the Road to Country Thunder event to allow the Greater Florence Chamber of Commerce to coordinate vendors and collect vendor fees as a fundraiser during the Road to Country Thunder event on April 11, 2020.

BACKGROUND/DISCUSSION:

The Town of Florence is partnering with Country Thunder to bring a one-day concert event to downtown the weekend prior to the country music festival. The purpose of the event is to promote Country Thunder and Florence to local residents as well as to the larger populations in Phoenix and Tucson. Much of the event marketing will be accomplished through Country Thunder’s partner radio stations in the metro areas.

The Road to Country Thunder is local street festival featuring country bands helping to promote Florence leading up to the Country Thunder Music Festival April 16-19, 2020. The event will take place from 5:00 p.m. until 10:00 p.m. in on Main Street in Historic Downtown Florence.

In addition to musical entertainment, the event will have food and merchandise vendors that will be coordinated by the Greater Florence Chamber of Commerce. The non-profit organization will charge vendor fees as a fundraiser to further their mission of making

Florence a great place to live, work, and do business! In addition, this will give the Chamber an opportunity to once again work closely with Town Staff on a major special event so they can gain knowledge and experience necessary to potentially host similar events in the future.

A VOTE OF NO WOULD MEAN:

All fees would still be applicable and could impact the fundraising efforts of the Greater Florence Chamber of Commerce.

A VOTE OF YES WOULD MEAN:

It would allow the Greater Florence Chamber of Commerce to coordinate vendors and collect vendor fees as a fundraiser during the Road to Country Thunder.

FINANCIAL IMPACT:

The financial impact will be the loss of \$10.00 per vendor during the special event. The potential gain will be the Transaction Privilege Tax generated from the vendors.

ATTACHMENTS:

None

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 7c.
MEETING DATE: February 3, 2020 DEPARTMENT: Police STAFF PRESENTER: Chief Bruce Walls SUBJECT: Intergovernmental Agreement No. 2019-03 with Pinal County to Participate in Arizona Criminal Justice Commission Grant No. DC-20-010		<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 checked="" type="checkbox"/> Partnership and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Enter into Intergovernmental Agreement No. 2019-03 allowing the Florence Police Department to participate in Arizona Criminal Justice Commission (ACJC) Grant No. DC-20-010 and accept the reimbursement of employee overtime costs and related expenses.

BACKGROUND/DISCUSSION:

The Town of Florence Police Department has participated in the Pinal County Narcotics Task Force for several years to assist Pinal County in combating illegal drug usage in our communities. One officer from the department is assigned to participate in the task force. The Florence Police Department receives reimbursement for its participation in the task force from Pinal County's ACJC Grant No. DC-20-010.

A VOTE OF NO WOULD MEAN:

The Florence Police Department will continue to participate in the Pinal County Narcotics Task Force and will accept program reimbursements from Pinal County.

A VOTE OF YES WOULD MEAN:

The Florence Police Department will no longer participate in the Narcotics Task Force.

FINANCIAL IMPACT:

The Pinal County Sheriff's Office has an approved grant program budget of \$141,380.00. This funding is used to pay sub-grantee overtime wages and benefits for Pinal County Sheriff's Office Task Force participants such as the Florence Police Department.

ATTACHMENTS:

1. Intergovernmental Agreement No. 2019-03
2. Arizona Criminal Justice Commission (ACJC) Grant Number DC-20-010

**INTERGOVERNMENTAL AGREEMENT NUMBER 2019-03 REGARDING
REIMBURSEMENT OF OVERTIME AND OVERTIME EMPLOYEE RELATED
EXPENSES INCURRED DUE TO THE FLORENCE POLICE DEPARTMENT'S
PARTICIPATION IN THE PINAL COUNTY NARCOTICS TASK FORCE'S ACJC
GRANT# DC-20-010**

RECITALS

WHEREAS, on August 7, 2019, the Pinal County Board of Supervisors approved Pinal County's participation in the ACJC Drug, Gang and Violent Crime Control grant award by approving and signing contract number DC-20-010 in the total amount of \$141,380.00, \$49,483.00 in Federal funds, \$56,552.00 in State funds, and \$35,345.00 from PCSO Task Force RICO/Anti-Racketeering Funds and,

WHEREAS, said contract is intended to fund operations of the Pinal County Narcotics Task Force including the Overtime and Overtime Employee Related Expenses incurred by the Florence Police Department during their participation in this program.

WHEREAS, ACJC Contract number DC-20-010, administered by the Pinal County Sheriff's Office, prescribes the scope, terms and duration of the program and is limited to reimbursement of one (1) Florence Police Officer's Task Force approved Overtime, and Employee Related Expenses incurred during the duration of this grant.

WHEREAS, the Florence Police Department is willing to participate in the Pinal County Narcotics Task Force under the terms of ACJC contract number DC-20-010.

Agreement

Florence Police Department agrees as follows:

1. Each Party is authorized to participate in this agreement pursuant to A.R.S. § 11-951 *et seq.*
2. Each party has read and agrees to the terms of ACJC Grant number DC-20-010.
3. This agreement has commenced on _____ and shall terminate on 06/30/2020, or as soon thereafter as ACJC completes reimbursement of eligible expenditures for approved overtime and employee related expenses incurred during this period.
4. Each party shall complete and submit the reports and forms required by ACJC Grant number DC-20-010 and the Pinal County Sheriff's Office designee for program compliance. See below for submission schedule:

Report Period:	Due Date:	Report Period:	Due Date:
July 1 to July 31	August 15	January 1 to January 31	February 15
August 1 to August 31	September 15	February 1 to February 28	March 15
September 1 to September 30	October 15	March 1 to March 31	April 15
October 1 to October 31	November 15	April 1 to April 30	May 15
November 1 to November 30	December 15	May 1 to May 31	June 15
December 1 to December 31	January 15	June 1 to June 30	July 7

Reimbursement requests must include signed time sheets, leave requests and proof of payment.

5. Each Party shall at all times provide and keep in full force and effect Arizona Workers Compensation Insurance as required by law. Each party shall provide the other with insurance certificates or proof of participation in a Risk and Retention Insurance Pool. No party shall allow its coverage to change, be cancelled, nor fail to renew without giving the other party at least thirty (30) calendar days advance written notice.
6. For the purpose of workers' compensation, an employee of any party to this agreement, who works under the jurisdiction or control of, or who works within the jurisdictional boundaries of any other party pursuant to the Agreement shall be deemed to be an employee of the party who is his primary employer and of the party under whose jurisdiction and control he is then working as provided in A.R.S. §23-1022(D). The primary employer party of such an employee shall be solely liable for payment of workers' compensation benefits for the purpose of this section. Each party herein shall comply with the provisions of A.R.S. § 23-1022(E) by posting the public notice required by that section.
7. In addition to any insurance coverage required by this Agreement, each party agrees that it will be solely responsible for and will assume sole liability for its officer's acts or omissions of any kind, while performing any service or activity under this Agreement. In the event that a claim is made against any party for acts or omissions of any of its employees or officers, it is the intent of the parties to cooperate fully in the defense of said claim or claims and to cause their insurers to do likewise, to the extent practicable.
8. To the maximum extent permitted by law, each Party (as "**Indemnitor**") agrees to indemnify, defend and hold harmless the other Party, its officers, officials, agents, employees, or volunteers 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 actions taken in performance of this Agreement to the extent that such Claims are caused by the acts, omissions, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers, including that the Indemnitor will defend and indemnify the Indemnitee from any and all acts or omissions by Indemnitor's officers, agents, staff, personnel, and/or volunteers when operating or utilizing Indemnitee's equipment, including but not limited to Indemnitee's vehicles. If a Claim or Claims by third parties becomes subject to this Section, the governmental parties to this Agreement that are the subject of the Claim or Claims shall expeditiously meet to agree upon a common and mutual defense pursuant to this section, including proportionate liability and proportionate payment of litigation fees, expenses and damages. To the extent applicable, the Parties when involved in a Claim or Claims brought by a third-party have a common interest in a coordinated defense in any lawsuit. In the absence of a conflict, the Parties agree to have one lawyer jointly represent the defendants in the lawsuit. The Parties agree to abide by the Memorandum of Understanding Regarding Joint Defense ("**MOU**") between the Arizona Counties Insurance Pool ("**ACIP**") and the Arizona Municipal Risk Retention Pool ("**AMRRP**"). Each Party acknowledges that it has received a copy of the MOU from either ACIP or AMRRP. The obligations under this Section shall survive the termination of this Agreement.
9. A party may terminate its participation in this the memorandum of understanding by giving the Pinal County Sheriff's Office thirty (30) calendar day's written notice of termination.

The foregoing is approved by the governing body of the local government as evidenced below.

Date

Date

Pinal County by:

Municipality by:

Chairman,
Pinal County Board of Supervisors

Mayor,
Town/City of _____

Attest:

Attest:

Clerk

Clerk

COUNSEL APPROVAL AS TO FORM:

I have read this Agreement and have determined such Agreement is in proper form and is entered into within the powers of and authority granted under the laws of the State of Arizona.

Deputy Pinal County Attorney

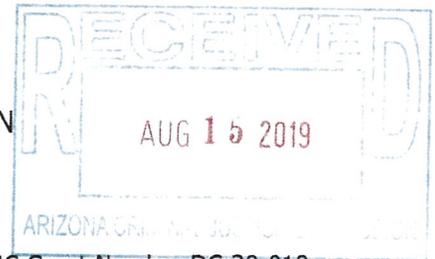
Date

I have read this Agreement and have determined such Agreement is in proper form and is entered into within the powers of and authority granted under the laws of the State of Arizona.

City/Town Attorney

Date

ARIZONA CRIMINAL JUSTICE COMMISSION
Drug, Gang, and Violent Crime Control
GRANT AGREEMENT



ACJC Grant Number DC-20-010

Catalog of Federal Domestic Assistance (CFDA) Number 16.738

This Grant Agreement is made this 1st day of June, 2019 by and between the ARIZONA CRIMINAL JUSTICE COMMISSION hereinafter called "COMMISSION" and PINAL COUNTY, through PINAL COUNTY SHERIFF'S OFFICE hereinafter called "GRANTEE." The COMMISSION enters into this Agreement pursuant to its authority under the provisions of A.R.S. § 41-2405 (B)(6), and having satisfied itself as to the qualification of GRANTEE;

NOW, THEREFORE, it is agreed between the parties as follows:

1. This Agreement will commence on July 1, 2019 and terminate on June 30, 2020. This Agreement expires at the end of the award period unless prior written approval for an extension has been obtained from the COMMISSION. A request for an extension must be received by the COMMISSION sixty (60) days prior to the end of the award period. The COMMISSION in its sole discretion may approve an extension that furthers the goals and objectives of the program and shall determine the length of any extension.
2. GRANTEE agrees that grant funds will be used in accordance with applicable program rules, guidelines, and special conditions.
3. The COMMISSION will monitor GRANTEE performance against program goals and performance standards and those outlined in the grant application. Substandard performance, as determined by the COMMISSION, will constitute noncompliance with this Agreement. If the COMMISSION finds noncompliance, the GRANTEE will receive a written notice which identifies the area of noncompliance, and the appropriate corrective action to be taken. If the GRANTEE does not respond within thirty (30) calendar days to this notice and does not provide sufficient information concerning the steps which are being taken to correct the problem, the COMMISSION may suspend funding, permanently terminate this Agreement or revoke the grant.
4. Any deviation or failure to comply with the purpose and/or conditions of this Agreement without prior written COMMISSION approval may constitute sufficient reason for the COMMISSION to terminate this Agreement, revoke the grant, require the return of all unspent funds, perform an audit of expended funds, and require the return of any previously spent funds which are deemed to have been spent in violation of the purpose or conditions of this grant.
5. This Agreement may be modified only by a written amendment signed by the Executive Director or by persons authorized by the Executive Director on behalf of the COMMISSION and GRANTEE. Any notice given pursuant to this Agreement shall be in writing and shall be considered to have been given when actually received by the following addressee or their agents or employees:

A. If to the COMMISSION:

Arizona Criminal Justice Commission
1110 W. Washington Street, Suite 230
Phoenix, Arizona 85007
Attn: Program Manager

B. If to the GRANTEE:

Pinal County Sheriff's Office
 PO BOX 867
 Florence, AZ 85232
 Attn: **Sheriff Mark Lamb**

6. For grant awards above \$100,000, GRANTEE may make budget adjustments of up to ten (10) percent of the total grant within any approved budget category excluding equipment. Written approval from the COMMISSION in advance is required if GRANTEE wishes to make adjustments or reprogram in excess of ten (10) percent or if GRANTEE wishes to purchase equipment not previously approved.

For grant awards less than \$100,000, the GRANTEE may make budget adjustments within approved categories excluding equipment as long as there are no changes to the purpose or scope of the project. If GRANTEE wishes to purchase equipment not previously approved, written approval from the COMMISSION in advance is required.

APPROVED LINE ITEM PROGRAM BUDGET	
Personnel:	
Salaries	\$55,008.00
Fringe Benefits (for salaries/overtime)*	\$40,541.00
Overtime	\$45,831.00
Professional & Outside/Consultant & Contractual Services	NOT APPROVED
Travel In-State	NOT APPROVED
Travel Out-of-State	NOT APPROVED
Confidential Funds	NOT APPROVED
Operating Expenses:	
Supplies	NOT APPROVED
Registration/Training	NOT APPROVED
Other	NOT APPROVED
Equipment	
Capital	NOT APPROVED
Noncapital	NOT APPROVED
TOTAL	\$141,380.00
Positions Funded: Detective- Coolidge Police Department (1.0)	
Equipment Type: Not Approved.	

*Reference the ACJC Grant Management Manual for definition of approved Fringe Benefit

7. GRANTEE understands that other Federal grant funds cannot be used as a match for this grant. The total to be paid by the COMMISSION under this Agreement shall not exceed \$49,483.00 in federal funds awarded to the COMMISSION by the U.S. Department of Justice (USDOJ), Office of Justice Programs (OJP) and \$56,552.00 in State Funds. If this grant has a matching requirement GRANTEE understands that other federal grant funds cannot be used as a match for this grant. The matching amount for this award is \$35,345.00.
8. Every payment obligation of the COMMISSION under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the COMMISSION. No liability shall accrue to the COMMISSION in the event this provision is exercised, and the COMMISSION shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.
9. GRANTEE agrees that if it currently has an active award of federal funds or if it receives any other award of federal funds during the period of performance for this award, and those award

funds have been, are being or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this award, GRANTEE will promptly notify, in writing, the COMMISSION, of the potential of duplication, and if so requested by the COMMISSION, seek a budget modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

10. GRANTEE agrees to retain all books, account reports, files and other records, (paper and/or electronic) relating to this Agreement and the performance of this Agreement for no less than five (5) years from the last financial report submitted to the COMMISSION. All such documents shall be subject to inspection and audit at reasonable times, including such records of any subgrantee, contractor, or subcontractor. GRANTEE also understands and agrees that USDOJ and the United States General Accounting Office (USGAO) are authorized to interview any officer or employee of the GRANTEE (or of any subgrantee, contractor, or subcontractor) regarding transactions related to this award.
11. GRANTEE agrees that activities funded under this award will be closely coordinated with related activities supported with Office of Justice Programs (OJP), State, local or tribal funds. Grant funds may only be used for the purposes in the GRANTEE's approved application. GRANTEE shall not undertake any work or activities not described in the grant application, including staff, equipment, or other goods or services without prior approval from the COMMISSION.
12. GRANTEE agrees to track, account for, and report on all funds (including specific outcomes and benefits) separately from all other funds for the same or similar purposes or programs.

Accordingly, the accounting systems of GRANTEE and all subgrantees must ensure that funds from this award are not commingled with funds from any other source.

13. GRANTEE agrees to abide by Federal and State laws and provide accounting, auditing and monitoring procedures to safeguard grant funds and keep such records to assure proper fiscal controls, management and the efficient disbursement of grant funds.
14. For the purposes of this grant, a capital expenditure means expenditures to acquire capital assets, as defined in 2 C.F.R. 200.12, or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life, with a cost of \$5,000 or greater. If the GRANTEE's capitalization policy defines a capital expenditure as less than \$5,000, the GRANTEE will follow its own policy.
15. GRANTEE agrees to maintain property records for equipment purchased with grant funds and perform a physical inventory and reconciliation with property records at least every two years or more frequently if required by GRANTEE policy. GRANTEE agrees that funds will not be used for the construction of new facilities.
16. GRANTEE agrees to follow equipment disposition policies outlined in 2 C.F.R. 200.313(e)(1) through *Uniform Administrative Requirements for Grants and Cooperative Agreements-Equipment* when the equipment is no longer needed for the grant program.
Link: *e-CFR Navigation Aid:* <http://www.ecfr.gov/cgi-bin/ECFR?page=browse>
17. GRANTEE agrees that all salaried personnel (including subgrantee personnel) whose activities are to be charged to the award will maintain timesheets or certifications to document hours worked for activities related to this award and non-award related activities. GRANTEE agrees to keep time and attendance sheets for hourly employees signed by the employee and supervisory official having firsthand knowledge of the work performed by the grant-funded employees.

18. GRANTEE agrees that it will submit financial and activity reports to the COMMISSION in a format provided by the COMMISSION, documenting the activities supported by these grant funds and providing an assessment of the impact of these activities which may include documentation of project milestones. In the event reports are not received on or before the indicated date(s), funding may be suspended until such time as delinquent report(s) are received.
19. These reports are to be submitted according to the following schedule(s):

ACTIVITY REPORTS	
Report Period:	Due Date:
July 1 to September 30	October 15
October 1 to December 31	January 15
January 1 to March 31	April 15
April 1 to June 30	July 15

FINANCIAL REPORTS			
Report Period:	Due Date:	Report Period:	Due Date:
July 1 – July 31	August 25	January 1 – January 31	February 25
August 1 – August 31	September 25	February 1 – February 29	March 25
September 1 – September 30	October 25	March 1 – March 31	April 25
October 1 – October 31	November 25	April 1 – April 30	May 25
November 1 – November 30	December 25	May 1 – May 31	June 25
December 1 – December 31	January 25	June 1 – June 30	July 25

Additional reporting requirements may be required for GRANTEES who are considered high risk.

20. GRANTEE understands that financial reports are required as an accounting of expenditures for either reimbursement or COMMISSION-approved advance payments.
21. The final request for reimbursement of grant funds must be received by the COMMISSION no later than sixty (60) days after the last day of the award period.
22. All goods and services must be received or have reasonable expectations thereof and placed in service by GRANTEE by the expiration of this award.
23. GRANTEE agrees that all encumbered funds must be expended and that goods and services must be paid by GRANTEE within sixty (60) days of the expiration of this award.
24. GRANTEE agrees to remit all unexpended grant funds to the COMMISSION within thirty (30) days of written request from the COMMISSION.
25. GRANTEE agrees to account for interest earned on federal grant funds and shall manage interest income in accordance with the Cash Management Improvement Act of 1990 and as indicated in the Office of Justice Programs Financial Guide. Interest earned in excess of allowable limits must be remitted to the COMMISSION within 30 days after receipt of a written request from the COMMISSION.
Link: OJP Financial Guide https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf
26. GRANTEE agrees to obtain written COMMISSION approval for all sole source procurements in excess of \$150,000.
27. GRANTEE agrees to obtain written COMMISSION approval prior to the expenditure of grant funds for consultant fees in excess of \$650 per day.

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28. GRANTEE agrees to not use federal grant funds to pay cash compensation (salary plus bonuses) to any employee paid by the grant at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds, unless otherwise noted in the grant solicitation.)
 29. GRANTEE agrees not to use grant funds for food and/or beverage unless explicitly approved in writing by the COMMISSION.
 30. GRANTEE agrees to comply with all applicable laws, regulations, policies and guidance (including specific cost limits, prior approvals and reporting requirements, where applicable) governing the use of grant funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events unless explicitly approved in writing by the COMMISSION. Information on pertinent laws, regulations, policies, and guidance is available in the OJP Financial Guide (currently, as section 3.10 "Post-award Requirements" in the DOJ Grants Financial Guide").
 31. No funds shall be used to supplant federal, state, county or local funds that would otherwise be made available for such purposes. Supplanting means the deliberate reduction of state or local funds because of the existence of any grant funds.
 32. GRANTEE assigns to the COMMISSION any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services applied by third parties to GRANTEE in exchange for grant funds provided under this Agreement.
 33. The parties agree to use arbitration in the event of disputes in accordance with the provisions of A.R.S. § 12-1501-12-1518. The laws of the State of Arizona apply to questions arising under this Agreement and any litigation regarding this Agreement must be maintained in Arizona courts, except as pertaining to disputes which are subject to arbitration.
 - a) In the event of a dispute, controversy, or claim arising out of or relating in any way to the Agreement, the complaining Party shall notify the other Party in writing thereof. Within 30 calendar days of such notice, representatives of both Parties shall meet at an agreed location to attempt to resolve the dispute in good faith. Should the dispute not be resolved within 30 calendar days after such notice, the complaining Party shall seek remedies exclusively through arbitration, in accordance with the provisions of A.R.S. § 12-1501 through 12-1518.
 - b) The arbitration demand must be a clear and concise statement of the claim or dispute. The respondent's answer and any counterclaims must be filed within 20 calendar days of service of the demand.
 - c) The arbitration shall be conducted in Maricopa County.
 - d) The arbitration shall be conducted by one arbitrator. If the Parties are not able to agree upon the selection of an arbitrator, within 20 calendar days of the commencement of an arbitration proceeding by service of a demand for arbitration, the court on application of a Party shall appoint the arbitrator.
 - e) The arbitrator must promptly set a conference to clarify the claims and defenses, to establish fair procedures, and to set a schedule for completing the arbitration.
 - f) It is the intent of the parties that, barring extraordinary circumstances, arbitration proceedings will be concluded with 120 calendar days from the date the arbitrator is appointed. The arbitrator may extend the time limit in the interests of justice. Failure to adhere to this time limit shall not constitute a basis for challenging the award.

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- g) The arbitrator must issue a written, reasoned award within 20 calendar days from the date the hearing is formally closed, or as soon after that as is feasible. The sole remedy will be actual damages; no punitive damages are allowed.
 - h) Unless the arbitrator orders otherwise, the Parties must share arbitration costs equally, including arbitrator's fees and expenses. Each party must pay its own expenses and attorney's fees.
34. GRANTEE understands that grant funds may not be released until all delinquent reports and reversion of funds from prior grants are submitted to the COMMISSION.
35. GRANTEE agrees that grant funds are not to be expended for any indirect costs that may be incurred by GRANTEE for administering these funds unless explicitly approved in writing by the COMMISSION. This may include, but is not limited to, costs for services such as accounting, payroll, data processing, purchasing, personnel, and building use which may have been incurred by the GRANTEE.
36. 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. If the GRANTEE is a State agency, board, commission, or university of the State of Arizona, this paragraph shall not apply.
37. Should GRANTEE utilize a contractor(s) and subcontractor(s) the indemnification clause between GRANTEE and its contractor(s) and subcontractor(s) shall include the following:

Contractor shall defend, indemnify, and hold harmless the GRANTEE 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. Insurance requirements for any contractor used by GRANTEE are incorporated herein by this reference and attached to this Agreement as Exhibit "A."

38. Restrictions and certifications regarding non-disclosure agreements and related matters

No GRANTEE under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

- a) In accepting this award, the GRANTEE-
- i) represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
 - ii) certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
- b) If the GRANTEE does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both—
- i) it represents that-
 - (1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
 - (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
 - ii) it certifies that, if it learns or is notified that any sub-recipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

39. GRANTEE agrees to notify the COMMISSION within ten (10) days in the event that the project official is replaced during the award period.

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40. No rights or interest in this Agreement shall be assigned by GRANTEE without prior written approval of the COMMISSION.
41. GRANTEE will comply with the audit requirements of *Uniform Guidance (2 CFR 200 subpart F 200.500)* and provide the COMMISSION with the audit report and any findings within 90 days of receipt of such finding. If the report contains no findings, the GRANTEE must provide notification that the audit was completed.
Link: *Audit Requirements for OJP Awards:*
<https://ojp.gov/funding/pdfs/AuditRequirementsPart200.pdf>
42. GRANTEE certifies that it will comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") and the OJP Financial Guide.
Link: *2 C.F.R Part 200 for OJP Awards:*
<https://ojp.gov/funding/Part200UniformRequirements.htm>
43. Compliance with general appropriations-law restrictions on the use of federal funds for awards made after FY 2018. GRANTEE or sub-grantee at any tier must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Should a question arise as to whether a particular use of federal funds by a GRANTEE would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018 <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>
44. GRANTEE agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express written approval of the Office of Justice Programs through the COMMISSION.
45. GRANTEE understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.
46. GRANTEE agrees not to do business with any individual, agency, company, or corporation listed in the Excluded Parties Listing Service.
Link: *System for Award Management* <https://www.sam.gov/SAM/>
47. GRANTEE agrees to ensure that, no later than the due date of the GRANTEE's first financial report after the award is made, GRANTEE and any subgrantees have a valid DUNS profile and active registration with the System for Award Management (SAM) database.
48. GRANTEE certifies that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement.
49. GRANTEE understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the *OJP Training Guide Principles for Grantees and Subgrantees*.
Link: *OJP Training Guide Principles for Grantees and Subgrantees*
<https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>

50. GRANTEE agrees to cooperate and participate with any and all assessments, evaluation efforts or information and data collection requests and acknowledges that the federal or state grantor agency has the right to obtain, reproduce, publish or use data provided under this award and may authorize others to receive and use such information.
51. GRANTEE shall provide the COMMISSION with a copy of all interim and final reports and proposed publications (including those prepared for conferences and other presentations) resulting from this Agreement. Submission of such materials must be prior to or simultaneous with their public release.
52. GRANTEE agrees that any publications (written, visual, or sound) excluding press releases and newsletters, whether published at the GRANTEE'S or COMMISSION'S expense, shall contain the following statement:

"This was supported by Award No. 2018-DJ-BX-0444 awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice."

53. GRANTEE agrees to comply with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 34 U.S.C. § 10228(c); the Victims of Crime Act of 1984, as amended, 34 U.S.C. § 20110(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 34 U.S.C. § 11182(b); and VAWA, as amended, 34 U.S.C. § 12291(b)(13), contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment. An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)). If in the three years prior to the date of the grant award a Federal or State Court or Federal or State administrative agency makes a finding of discrimination after a due process hearing against GRANTEE, GRANTEE will forward a copy of the findings to the Office for Civil Rights, Office of Justice Programs and the COMMISSION.
54. In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipient Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website:
Link: *Limited English Proficiency A Federal Interagency Website* <http://www.LEP.gov>
55. GRANTEE agrees to comply with the applicable requirements of 28 CFR Part 38, the Department of Justice regulation governing "Partnerships with Faith-Based and Other Neighborhood Organizations" (the "PFNBO"). The PFNBO Regulation provides in part that Department of Justice financial assistance may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of Department of Justice financial assistance may still engage in inherently religious activities, but such activities

must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from GRANTEE must be voluntary. The PFNBO Regulation also makes clear that organizations participating in programs receiving financial assistance from the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment.

Link:

<https://ojp.gov/funding/Explore/SolicitationRequirements/CivilRightsRequirements.htm#NDPFaith>

56. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The GRANTEE or subgrantee at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, GRANTEES, or individuals defined (for purposes of this condition) as "employees" of the recipient or of any GRANTEE.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <http://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and GRANTEES related to trafficking in persons (including reporting requirements and OJP authority to terminate award)) and are incorporated by reference here.

57. GRANTEE should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. As of June 2013, OJP has issued an advisory that grantees should consult local counsel in reviewing their employment practices. If warranted, grantees should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plan (EEO). See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013), available at http://www.ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf.
58. GRANTEE assures that it will comply with all state and federal laws regarding privacy during the course of the award. All information relating to clients is to be treated with confidentiality in accordance with 42 USC section 3789g or 42 USC 14132(b)(3) that are applicable to the collection, disclosure, use, and revelation of data information. GRANTEE further agrees to submit a privacy Certificate that is in accordance with requirements of 28 CFR Part 22 if applicable to the program.
59. GRANTEE agrees to formulate and keep on file an EEO (if GRANTEE is required pursuant to 28 CFR 42 Subpart E). GRANTEE certifies that they have forwarded to the Office for Civil Rights, Office of Justice Programs the EEO, or certifications that they have prepared and have on file an EEO, or that they are exempt from EEO requirements. Failure to comply may result in suspension of grant funds. Copies of all submissions such as certifications to or correspondence with the Office for Civil Rights, Office of Justice Programs regarding this requirement must be provided to the COMMISSION by GRANTEE. In the event a federal or state court or federal or state administrative agency makes an adverse finding of discrimination against GRANTEE after a due process hearing, on the ground of race, color, religion, national origin, or sex, GRANTEE will forward a copy of the findings to the Office for Civil Rights, Office of Justice Programs and the COMMISSION (see 28 CFR 42.204(c), .205(c)(5)). .

60. GRANTEE agrees to participate in any required civil rights related training to ensure compliance with all federal and state civil rights laws. GRANTEE will inform the COMMISSION of the position responsible for civil rights compliance and will inform the COMMISSION of change in personnel responsible for civil rights compliance within ten days.

Link: <http://www.azcjc.gov/grants>

61. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees) GRANTEE must comply with and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

GRANTEE also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712. Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

62. To support public safety and justice information sharing, GRANTEE, if a governmental subdivision, shall use the National Information Exchange Model (NIEM) specifications and guidelines for this grant. GRANTEE shall publish and make available without restrictions all schemas generated as a result of this grant to the component registry as specified in the guidelines.

Link: <http://niem.github.io/reference/specifications/>

63. In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at:

Link: https://it.ojp.gov/gsp_grantcondition

Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

64. To avoid duplicating existing networks or IT systems in any initiatives for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless GRANTEE can demonstrate to the satisfaction of the COMMISSION that this requirement would not be cost beneficial or would impair the functionality of an existing or proposed IT system.

65. If GRANTEE is a governmental political subdivision, the GRANTEE should, to the extent possible and practical, share criminal justice information with other authorized criminal justice agencies. The process control number (PCN) shall be used in accordance with A.R.S. § 41-1750 when sharing data with other criminal justice agencies as electronic data systems are developed or improved.

66. If GRANTEE is a state agency and the award is for the development of information technology projects for more than \$25,000, GRANTEE must complete a Project Investment Justification (PIJ) and submit the justification to the Arizona Department of Administration (ADOA), with a

copy to the COMMISSION. GRANTEE agrees to submit required project status reports to ADOA by the due dates and submit copies to the COMMISSION.

If GRANTEE is not a state agency and the award is for the development of information technology projects, GRANTEE will follow local technology policies and guidelines.

67. GRANTEE must promptly refer to the COMMISSION any credible evidence that a principal, employee, agent, contractor, sub-grantee, contractor, subcontractor, or other person has, in connection with funds under this award, has either 1) submitted a false claim that violates the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct. The COMMISSION shall forward the referral to the Department of Justice, Office of the Inspector General.
68. The COMMISSION encourages GRANTEE to establish workplace safety policies and conduct education, awareness and other outreach to decrease crashes caused by distracted drivers, including adopting and enforcing policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant. Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 2009).
69. GRANTEE certifies to comply with the Drug-Free Workplace Act of 1988, and implemented in 28 CFR Part 83, Subpart F, for grantees, as defined in 28 CFR, Part 83 Sections 83.620 and 83.650.
70. GRANTEE agrees to complete and keep on file, as appropriate, Immigration and Naturalization Form (I-9). This form is to be used by recipients to verify that persons are eligible to work in the United States. Additionally, GRANTEE ensures compliance with A.R.S. § 41-4401 by state employers and contractors.
71. GRANTEE acknowledges that immigration laws require them to register and participate with the E-Verify program (employment verification program administered by the United States Department of Homeland Security and the Social Security Administration or any successor program) as they both employ one or more employees in this state. GRANTEE warrants that they have registered with and participate with E-Verify. If the COMMISSION later determines that the GRANTEE has not complied with E-Verify, it will notify the non-compliant GRANTEE by certified mail of the determination and of the right to appeal the determination.
72. GRANTEE certifies that no federal funds will be paid, by or on behalf of, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into any cooperative agreement, and for the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement. If any funds other than Federal funds are paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal award, grant loan, or cooperative agreement, the GRANTEE will complete and submit to the COMMISSION Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
73. GRANTEE understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy at any level of government, without the express prior written approval of the Commission.

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74. GRANTEE agrees that no funds provided, or personnel employed under this Agreement shall be in any way, or to any extent, engaged in conduct of political activities in violation of USC Title 5, Part II, Chapter 15, section 1502.
 75. GRANTEE understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.
 76. GRANTEE understands and agrees that- (a) no award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading and exchanging or pornography, and (b) nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
 77. GRANTEE agrees to comply with all federal, state, and local environmental laws and regulations applicable to the development and implementation of activities to be funded under this award. Additional requirements may be found in the Grant Agreement Continuation Sheet.
 78. GRANTEE agrees that all gross income earned by the GRANTEE that is directly generated by a supported activity or earned as a result of this award during the period of performance shall be deemed program income. All program income must be accounted for and used for the purpose under the conditions applicable for the use of funds under this award, including the effective edition of the OJP Financial Guide and, as applicable in 2 C.F.R. Part 200 Uniform Requirements.
 79. This Agreement is subject to cancellation pursuant to the provision of A.R.S. § 38-511. This Agreement may also be canceled at the COMMISSION'S discretion if not returned with authorized signatures to the COMMISSION within 90 days of commencement of the award.
 80. If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall be in full force and effect.
 81. GRANTEE agrees to comply with all Special Condition(s) included with this Agreement on the Grant Agreement Continuation Sheet.
 82. GRANTEE understands that grant funds may not be released until GRANTEE is compliant with all requirements of the grant agreement.

Arizona Criminal Justice Commission
Drug, Gang, and Violent Crime Control
GRANT AGREEMENT CONTINUATION SHEET
SPECIAL CONDITION(S)

1. GRANTEE must verify Agency Point of Contact (APOC), Financial Point of Contact (FPOC), Program Point of Contact (PPOC), and Authorized Official contact information in the Grants Management System (GMS), including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the GMS to document changes. In addition, the FPOC and PPOC must be assigned by the APOC prior to payments being made.
2. GRANTEE agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
3. GRANTEE agrees to comply with all confidentiality requirements of 34 U.S.C section 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. GRANTEE further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.
4. GRANTEE ensures that it uses generally accepted laboratory practices and procedures as established by accrediting organizations or appropriated certifying bodies.
5. Absent prior express written approval from the COMMISSION, rates for any lodging charged to the grant may not exceed the posted GSA rate for the location. If the GRANTEE opts to obtain lodging at a higher rate, the cost differential, including associated taxes, may not be charged to the award.
6. GRANTEE acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward; and (2) any rights of copyright to which a recipient or subrecipient purchases ownership with Federal support.
7. GRANTEE understands and agrees that program income earned during the award period and expenditures from program income must be reported quarterly with a final report. These funds are subject to audit. Program income that is earned during the final sixty (60) days of the award period, if appropriate, be obligated and expended for permissible uses during the sixty-day (60-day) period following the award period. Any program income that is earned, but not obligated or expended within sixty (60) days of the end of the award period must be returned to the COMMISSION.
8. GRANTEE agrees that within 120 days of award, for any law enforcement task force funded with these funds, the task force commander, agency executive, task force officers and other task force members of equivalent rank, will complete required online (internet-based) task force training to be provided free of charge through BJA's Center for Task Force Integrity and Leadership (www.ctfli.org). Task force members need only take the training once every four years. GRANTEE will compile and maintain a task force personnel roster and course completion certificates.
9. Quarterly performance metrics reports must be submitted through BJA's Performance Measurement Tool (PMT) website (<https://ojpssso.ojp.gov/>). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage.

Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High-Risk designation.

- 10.** Any law enforcement agency receiving direct or sub-awarded JAG funding must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.
- 11.** GRANTEE must comply with all provisions of Title 8, United States Code, Section 1373, which addresses the exchange of information regarding citizenship and immigration status among federal, state, and local government entities and officials.
 - a.** Requirement to collect certain information from sub-recipients
 - i)** The recipient may not make a subaward to a State, a local government, or a "public" institution of higher education, unless it first obtains from the proposed sub-recipient responses to the questions identified in the program solicitation as "Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)." All sub-recipient responses must be collected and maintained by the recipient, consistent with regular document retention requirements, and must be made available to DOJ upon request. Responses to these questions are not required from sub-recipients that are either a tribal government/organization, a nonprofit organization or a private institution of higher education.
 - b.** Noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance
 - i)** With respect to the "program or activity" funded in whole or part under this award (including any such program or activity of any sub-recipient at any tier), throughout the period of performance, no State or local government entity, - agency, or -official may prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in either 8 U.S.C. 1373(b) or 1644. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.
 - ii)** Certifications from sub-recipients. The recipient may not make a subaward to a State, a local government, or a "public" institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373 and 1644, properly executed by the chief legal officer of the government or educational institution that would receive the subaward, using the appropriate form available at <https://ojp.gov/funding/Explore/SampleCertifications-8USC1373.htm>. Also, the recipient must require that no sub-recipient (at any tier) may make a further subaward to a State, a local government, or a public institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373 and 1644, properly executed by the chief legal officer of the government or institution that would receive the further subaward, using the appropriate OJP form.
 - iii)** Rules of Construction
 - (1)** For purposes of this condition:
 - (2)** "State" and "local government" include any agency or other entity thereof, but not any institution of higher education or any Indian tribe.
 - (3)** "public" institution of higher education is defined as one that is owned, controlled, or directly funded (in whole or in substantial part) by a State or local government. (Such a public institution is considered to be a "government entity," and its officials

to be "government officials.")

- (4) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).
- (5) "Immigration status" means what it means under 8 U.S.C. 1373 and 8 U.S.C. 1644; and terms that are defined in 8 U.S.C. 1101 mean what they mean under that section 1101, except that "State" also includes American Samoa.
- (6) Pursuant to the provisions set out at (or referenced in) 8 U.S.C. 1551 note ("Abolition ... and Transfer of Functions"), references to the "Immigration and Naturalization Service" in 8 U.S.C. 1373 and 1644 are to be read as references to particular components of the Department of Homeland Security (DHS).

iv) Nothing in this condition shall be understood to authorize or require any recipient, any sub-recipient at any tier, any State or local government, any public institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.

- c. Noninterference (within the funded "program or activity") with federal law enforcement: No public disclosure of certain law enforcement sensitive information

SCOPE. This condition applies with respect to the "program or activity" that is funded (in whole or in part) by the award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward (at any tier).

- i) Noninterference: No public disclosure of federal law enforcement information in order to conceal, harbor, or shield

Consistent with the purposes and objectives of federal law enforcement statutes and federal criminal law (including 8 U.S.C. 1324 and 18 U.S.C. chs. I, 49,227), no public disclosure may be made of any federal law enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. ch. 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. ch. 12 -- without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. 1071 or 1072 or of 8 U.S.C. 1324(a).

- ii) Rules of construction

- (1) For purposes of this condition--
- (2) the term "alien" means what it means under section 101 of the Immigration and Nationality Act (see 8 U.S.C.101(a)(3));
- (3) the term "federal law enforcement information" means law enforcement sensitive information communicated or made available, by the federal government, to a State or local government entity, -agency, or -official, through any means, including, without limitation- (1) through any database, (2) in connection with any law enforcement partnership or -task-force, (3) in connection with any request for law enforcement assistance or -cooperation, or (4) through any de-confliction (or courtesy) notice of planned, imminent, commencing, continuing, or impending federal law enforcement activity;
- (4) the term "law enforcement sensitive information" means records or information compiled for any law enforcement purpose; and
- (5) the term "public disclosure" means any communication or release other than one--
 - (a) within the recipient, or
 - (b) to any sub-recipient (at any tier) that is a government entity.

12. GRANTEE must submit the following documents within 45 days of award. Failure to submit the documents will result in a hold of grant funding. Documents may be emailed to dcadmin@azcjc.gov and originals must be kept at the GRANTEE'S agency.

- a. ACJC Subgrantee Self-Assessment Questionnaire can be obtained at <http://azcjc.gov/drug-gang-violent-crime>
- b. Benchmark Worksheet can be submitted through <http://acjcreporting.azcjc.gov>
- c. For any agency that is eligible to receive income as a result of grant-funded activities, it must complete the ACJC Program Income Worksheet. The worksheet may be filled out at <http://acjcreporting.azcjc.gov>

Before the COMMISSION may transmit Federal funds from the FY 2018 Byrne/JAG grant, the GRANTEE is required to submit the properly executed certifications and questionnaire regarding compliance with 8 U.S.C § 1373.

- d. Certifications and Assurances by the Chief Legal Officer of the Jurisdiction and DHS and ICE Communications Questionnaire. Failure to submit the following two (2) certifications and Questionnaire will result in a hold of Federal funds. The DHS and ICE Communications Questionnaire document will be sent by email with grant agreement documents and attachments. Certifications and Assurances and Communications Questionnaire and may be returned by email to dcadmin@azcjc.gov or by mail.
 - i) The two required certifications can be obtained at:
https://ojp.gov/funding/Explore/pdf/FY18JAG_STATE_13731644_Rev0816.pdf
and
https://ojp.gov/funding/Explore/pdf/FY18JAG_STATE_VARIOUS_Rev1025.pdf
 - ii) DHS and ICE Communications Questionnaire. Form can be found at:
<http://azcjc.gov/drug-gang-violent-crime>

13. GRANTEE assures if they are a state agency that the State Information Technology Point of Contact receive written notification regarding any information technology project funded by this grant. GRANTEE agrees to keep on file documentation showing that it has met this requirement.

14. GRANTEE agrees and understands that funded activities may require the preparation of an Environmental Assessment (EA) as defined by the Council of Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500.

15. GRANTEE agrees to comply with all federal, state, and local environmental laws and regulations applicable to the development and implementation of activities to be funded under this award. The GRANTEE agrees and understands that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The GRANTEE further understands and agrees to requirements for the implementation of a Mitigation Plan, as detailed at <https://www.bja.gov/Funding/nepa.html> for programs relating to methamphetamine laboratory operations.

16. GRANTEE agrees that any information technology system developed or supported by funds will comply with 28 CFR Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation be applicable. Should OJP determine 28 CFR Part 23 to be applicable, OJP may at its discretion, perform audits of the system, as per 28 CFR 23.20(g). Should any violation of 28 CFR Part 23 occur, GRANTEE may be fined as per 42 USC 3789g(c)-(d). GRANTEE may not satisfy such a fine with federal funds.

- 17.** GRANTEE agrees that no JAG funds may be expended on unmanned aircraft, unmanned aircraft systems, or aerial vehicles (US, UAS, or UAV) without prior express written approval from Commission.
- 18.** If JAG Program funds will be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS, the national DNA database operated by the Federal Bureau of Investigation (FBI)) by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. For more information, refer to the NIJ DNA Backlog Reduction Program, available at www.nij.gov/topics/forensics/lab-operations/evidence-backlogs/Pages/backlog-reduction-program.aspx.

In addition, funds may not be used for purchase of DNA equipment and supplies when the resulting DNA profiles from such technology are not accepted for entry into CODIS.

- 19.** GRANTEE acknowledges the requirements of the award; remedies for non-compliance or for materially false statements. The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any or more of these award requirements—whether a condition set out in full below, a condition incorporated by the reference below, or a certification or assurance related to conduct during the award period may result in the Office of Justice Programs (“OJP”) taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold funds, disallow costs, or suspend or terminate the award. The Department of Justice (“DOJ”), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this award.

- 20.** GRANTEE must have written procedures in place to respond in the event of an actual or imminent “breach” (OMB M-17-12) if it 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of “personally identifiable information (PII)” (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a “Federal information system” (OMB Circular A-130). The GRANTEE’S breach procedures must include a requirement to report actual or imminent break of PII to the COMMISSION no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.
- 21.** Noninterference (within the funded “program or activity”) with federal law enforcement: Interrogation of certain aliens

SCOPE. This condition applies with respect to the “program or activity” that is funded (in whole or in part) by this award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance for the award. Its provisions must be among those included in any subaward (at any tier).

a. Noninterference with statutory law enforcement access to correctional facilities

Consonant with federal law enforcement statutes and regulations -- including 8 U.S.C. 1357(a), under which certain federal officers and employees "have power without warrant ... to interrogate any alien or person believed to be an alien as to his right to be or to remain in the United States," and 8 C.F.R. 287.5(a), under which that power may be exercised "anywhere in or outside the United States" - within the funded program or activity, no State or local government entity, -agency, or -official may interfere with the exercise of that power to interrogate "without warrant" (by agents of the United States acting under color of federal law) by impeding access to any State or local government (or government-contracted) correctional facility by such agents for the purpose "interrogat[ing] any alien or person believed to be an alien as to his [or her] right to be or to remain in the United States."

b. Rules of construction

i) For purposes of this condition:

- (1) The term "alien" means what it means under section 101 of the Immigration and Nationality Act (INA) (see 8 U.S.C. 1101(a)(3)).
- (2) The term "correctional facility" means what it means under the title I of the Omnibus Crime Control and Safe Streets Act of 1968 (see 34 U.S.C. 10251(a)(7)).
- (3) The term "impede" includes taking or continuing any action, or implementing or maintaining any law, policy, rule, or practice, that-
 - (a) is designed to prevent or to significantly delay or complicate, or
 - (b) has the effect of preventing or of significantly delaying or complicating.

- ii) Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.

22. Noninterference (within the funded "program or activity") with federal law enforcement: Notice of scheduled release

SCOPE. This condition applies with respect to the "program or activity" that is funded (in whole or in part) by the award, as of the date the recipient accepts the award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward at any tier.

a. Noninterference with "removal" process: Notice of scheduled release date and time

Consonant with federal law enforcement statutes -- including 8 U.S.C. 1231 (for an alien incarcerated by a State or local government, a 90-day "removal period" during which the federal government "shall" detain and then "shall" remove an alien from the U.S. "begins" no later than "the date the alien is released from ... confinement"; also, the federal government is expressly authorized to make payments to a "State or a political subdivision of the State ... with respect to the incarceration of [an] undocumented criminal alien"); 8 U.S.C. 1226 (the federal government "shall take into custody" certain criminal aliens "when the alien is released"); and 8 U.S.C. 1366 (requiring an annual DOJ report to Congress on "the number of illegal alien[felons] in Federal and State prisons" and programs underway "to ensure the prompt removal" from the U.S. of removable "criminal aliens") -- within the funded program or activity, no State or local government entity, -agency, or -official (including a government-contracted correctional facility) may interfere with the "removal" process by failing to provide - as early as practicable (see para. 4.C. below) -- advance notice to DHS of the scheduled release date and time for a particular alien, if a State or local government (or government-contracted) correctional facility receives from

DHS a formal written request pursuant to the INA that seeks such advance notice.

b. Rules of construction

i) For purposes of this condition:

(1) The term "alien" means what it means under section 101 of the INA (see 8 U.S.C. 1101(a)(3)).

(2) The term "correctional facility" means what it means under the title I of the Omnibus Crime Control and Safe Streets Act of 1968 (see 34 U.S.C. 10251(a)(7)).

ii) Nothing in this condition shall be understood to authorize or require any recipient, any sub-recipient at any tier, any State or local government, or any other entity or individual to maintain (or detain) any individual in custody beyond the date and time the individual otherwise would have been released.

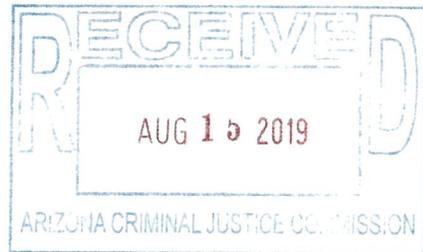
iii) Applicability

(1) Current DHS practice is ordinarily to request advance notice of scheduled release "as early as practicable (at least 48 hours, if possible)." (See DHS Form I-247A (3/17)). If (e.g., in light of the date DHS made such request) the scheduled release date and time for an alien are such as not to allow for the advance notice that DHS has requested, it shall NOT be a violation of this condition to provide only as much advance notice as practicable.

(2) Current DHS practice is to use the same form for a second, distinct purpose - to request that an individual be detained for up to 48 hours AFTER the scheduled release. This condition does NOT encompass such DHS requests for detention.

iv) Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.

Authorized Official Initials: ML



IN WITNESS WHEREOF, the parties have made and executed the Agreement the day and year first above written.

FOR GRANTEE:

Mike Goodman
Authorized Signatory

August 7, 2019
Date

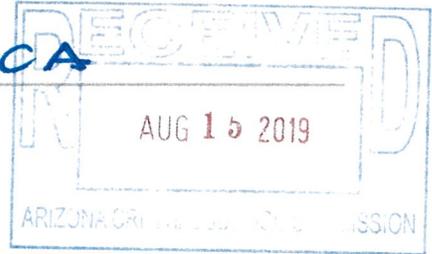
Mike Goodman, Chairman
Printed Name and Title

Approved as to form and authority to enter into Agreement:

[Signature]
Legal counsel for GRANTEE

7/29/2019
Date

Rodney States, DCA
Printed Name and Title



Statutory or other legal authority to enter into Agreement:

ARS §§ 11-951 et. seq.
Appropriate A.R.S., ordinance, or charter reference

FOR CRIMINAL JUSTICE COMMISSION:

Andrew T. LeFevre, Executive Director
Arizona Criminal Justice Commission

[Signature]
Date *8/15/19*

**ARIZONA CRIMINAL JUSTICE COMMISSION,
Drug, Gang, and Violent Crime Control
Grant Agreement**

ACJC Grant Number DC-20-010

ATTEST


Natasha Kennedy, Clerk

DATE: August 7, 2019

ARIZONA CRIMINAL JUSTICE COMMISSION
GRANT AGREEMENT

**Insurance Requirements
Exhibit "A"**

Insurance Requirements for Governmental Parties to a Grant Agreement:

None.

Insurance Requirements for Any Contractors Used by a Party to the Grant Agreement:

(Note: this applies only to Contractors used by a governmental entity, not to the governmental entity itself.) The *insurance requirements* herein are minimum requirements and in no way limit the indemnity covenants contained in the Intergovernmental Agreement. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the governmental entity or Contractor from liabilities that might arise out of the performance of the work under this Contract by the Contractor, his agents, representatives, employees or subcontractors, and Contractor and the governmental entity are free to purchase additional insurance.

A. **MINIMUM SCOPE AND LIMITS OF INSURANCE:** Contractor shall provide coverage with limits of liability not less than those stated below.

1. **Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage, and broad form contractual liability.

- General Aggregate \$2,000,000
- Products-Completed Operations Aggregate \$1,000,000
- Personal and Advertising Injury \$1,000,000
- Fire Legal Liability \$50,000
- Each Occurrence \$1,000,000

- a. The policy shall be endorsed, as required by this written agreement, to include the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor.

(Note that the other governmental entity(ies) is/are also required to be additional insured(s), and they should supply the Contractor with their own list of persons to be insured.)

- b. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

Exhibit "A" Page 2

2. Business Automobile Liability

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL) \$1,000,000

- a. The policy shall be endorsed, as required by this written agreement, to include the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by or on behalf of, the Contractor involving automobiles owned, hired and/or non-owned by the Contractor.
- b. Policy shall contain a waiver of subrogation endorsement as required by this written agreement in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(Note that the other governmental entity(ies) is/are also required to be additional insured(s), and they should supply the Contractor with their own list of persons to be insured.)

3. Worker's Compensation and Employers' Liability

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$1,000,000
Disease – Each Employee	\$1,000,000
Disease – Policy Limit	\$1,000,000

- a. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.
- b. This requirement shall not apply to each contractor or subcontractor that is exempt under A.R.S. § 23-901, and when such contractor or subcontractor executes the appropriate waiver form (Sole Proprietor or Independent Contractor).

Additional Insurance Requirements:

The policies shall include, or be endorsed to include, as required by this written agreement, the following provisions:

The Contractor's policies shall stipulate that the insurance afforded the Contractor shall be primary and that any insurance carried by the Department, its agents, officials, employees or the State of Arizona shall be excess and not contributory insurance, as provided by A.R.S. § 41-621 (E).

Insurance provided by the Contractor shall not limit the Contractor's liability assumed under the indemnification provisions of this Contract.

Notice of Cancellation:

For each insurance policy required by the insurance provisions of this Contract, the Contractor must provide to the State of Arizona, within two (2) business days of receipt, a notice if a policy is suspended,

voided, or cancelled for any reason. Such notice shall be mailed, emailed, hand delivered or sent by facsimile transmission to (Enter Contracting Agency Representative's Name, Address, and Fax Number Here).

Acceptability of Insurers:

Contractor's insurance shall be placed with companies licensed in the State of Arizona or hold approved non-admitted status on the Arizona Department of Insurance List of Qualified Unauthorized Insurers. Insurers shall have an "A.M. Best" rating of not less than A- VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

Verification of Coverage:

Contractor shall furnish the State of Arizona with certificates of insurance (valid ACORD form or equivalent approved by the State of Arizona) as required by this Contract. An authorized representative of the insurer shall sign the certificates.

All certificates and endorsements, as required by this written agreement, are to be received and approved by the State of Arizona before work commences. Each insurance policy required by this Contract must be in effect at, or prior to, the commencement of work under this Contract. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.

All certificates required by this Contract shall be sent directly to the Department. The State of Arizona project/contract number and project description shall be noted on the certificate of insurance. The State of Arizona reserves the right to require complete copies of all insurance policies required by this Contract at any time.

Subcontractors:

Contractor's certificate(s) shall include all subcontractors as insureds under its policies or Contractor shall be responsible for ensuring and/or verifying that all subcontractors have valid and collectible insurance as evidenced by the certificates of insurance and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum Insurance Requirements identified above. The Department reserves the right to require, at any time throughout the life of the Contract, proof from the Contractor that its subcontractors have the required coverage.

Approval and Modifications:

The Contracting Agency, in consultation with State Risk, reserves the right to review or make modifications to the insurance limits, required coverages, or endorsements throughout the life of this contract, as deemed necessary. Such action will not require a formal Contract amendment but may be made by administrative action.

Exceptions:

In the event the Contractor or subcontractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a certificate of self-insurance. If the Contractor or subcontractor(s) is/are a State of Arizona agency, board, commission, or university, none of the above shall apply.

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 7d.
MEETING DATE: February 3, 2020 DEPARTMENT: Legal STAFF PRESENTER: Clifford L. Mattice, Town Attorney SUBJECT: Approval of Settlement Agreement		<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:

Approval of a Settlement Agreement and General Release in the matter of the Association of Florence Firefighters, International Association of Firefighters Local 4512 versus the Town of Florence.

BACKGROUND/DISCUSSION:

Prior to 2013, the Town of Florence withheld and matched Social Security contributions for firefighters. In 2012 it was suspected this practice was in violation of the Town’s Section 218 Social Security agreement with the Federal government. The Town provided information to the Social Security Administration and asked for a specific ruling in the matter.

That ruling was issued in November 2013, which said the Town’s firefighters were in fact excluded from participating in the Social Security system. The Town acted promptly and diligently to stop the deduction/match and move to request refunds for the Town and the firefighters to the greatest extent allowed by law, and those refunds were received by the Town and the individual firefighters.

In 2015 the Association brought suit alleging the Town was liable for erroneously withholding Social Security contributions from earnings and requesting award of damages in excess of \$800,000. A Federal district court judge dismissed most of the claims in October 2015, but remanded state law claims for breach of contract, negligence and conversion to the Pinal County Superior Court. That court issued, in May, its ruling dismissing the Association’s claims. As the prevailing party in the lawsuit,

the Town's attorney filed an application for attorney fees against the Association. The recommended Council action would have the Town forego the fee claim in exchange for the Association not pursuing an appeal of the court dismissal.

A VOTE OF NO WOULD MEAN:

The application for award of attorney fees to the Town in the amount of \$68,587 would likely be refiled, and the possibility of the Association filing an appeal of the court action dismissing its lawsuit against the Town would still exist.

A VOTE OF YES WOULD MEAN:

The agreement that the Town will not seek to recover attorney fees in consideration of the Association not filing an appeal will result in the legal action being fully concluded.

FINANCIAL IMPACT:

Since the Town fully prevailed in the lawsuit, the Town's insurer fully covered the defense costs and would be entitled to any court award so there is no fiscal impact involved.

ATTACHMENTS:

Settlement Agreement and General Release

**SETTLEMENT AGREEMENT
AND GENERAL RELEASE**

THIS SETTLEMENT AGREEMENT AND GENERAL RELEASE (hereinafter this "Agreement") is entered into between the Association of Florence Fire Fighters, International Association of Fire Fighters Local 4512 (the "Association"), on behalf of itself and its members, on the one hand, and the Town of Florence (the "Town"), on the other hand.

WHEREAS, the Association's members are fire fighters who are employed by the Town;

WHEREAS, in February 2015, the Association filed a lawsuit, on behalf of its members, against the Town in Pinal County Superior Court (Case No. CV2015-00235) (the "Lawsuit"); an

WHEREAS, on May 13, 2019, the Pinal County Superior Court granted summary judgment in favor of the Town with respect to all claims remaining in the Lawsuit;

WHEREAS, the Town has applied for an award of attorneys' fees and costs incurred in the Lawsuit;

WHEREAS, the Town and the Association desire to settle, compromise, and resolve all remaining issues in the Lawsuit without the burden, expense and delay of further litigation.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, and for other good and valuable consideration, receipt and sufficiency of which is hereby acknowledged, the Town and the Association voluntarily and knowingly agree as follows:

1. **Definitions.** For the purposes of this entire Agreement, the term "Town includes the Town of Florence and, to the extent applicable, as direct, intended and third party beneficiaries hereof, its past, present, and future officers, employees, representatives, trustees, administrators, fiduciaries, attorneys, insurers, agents, subsidiaries, affiliated entities, elected officials, councilmembers, predecessors, successors, heirs, and assigns, jointly and severally, in both their personal and official capacities (collectively, the "Released Parties"). For the purposes of this entire Agreement, the term "Association" shall refer to the Association of Florence Fire Fighters, International Association of Fire Fighters Local 4512, the Association's members, and the members' respective marital communities, heirs, and assigns.

2. **Consideration by the Town.** Within five (5) business days of the effective date of this Agreement, as set forth below, the Town shall withdraw its pending applications for an award of attorneys' fees and costs in the Lawsuit.

3. **Release by the Association.** The Association, acting on behalf of itself and its members, unconditionally releases and discharges the Town and all other Released Parties from any and all claims, demands, liens, agreements, covenants, actions, suits at law or equity, obligations,

debts, damages, judgments, liabilities, attorneys' fees, costs, and expenses of whatever kind, known or unknown, suspected or unsuspected, which were or could have been asserted in the Lawsuit or that arise from the same operative facts asserted in the Lawsuit.

4. **Relinquishment of Right to Appeal.** The Association, on behalf of itself and its members, agrees not to appeal the Pinal County Superior Court's May 13, 2019 Order granting summary judgment in favor of the Town, the entry of judgment based on such order, or any other ruling or order by the Pinal County Superior Court or the United States District Court for the District of Arizona in the Lawsuit. The Association, on behalf of itself and its members, further agrees that it will not attempt to challenge or overturn the outcome of the Lawsuit by any other means, including, but not limited to, by filing a motion for reconsideration or seeking to set aside any entry of judgment in favor of the Town.

5. **Representation and Warranty by the Association.** The Association represents and warrants that it has authority to enter into this Agreement on behalf of its members, and that the terms, conditions, and promises contained on this Agreement shall be binding upon its members.

6. **Effective Date of Agreement.** This Agreement will be effective upon execution by all parties.

7. **No Admission of Wrongdoing.** The parties each agree that nothing in this Agreement shall be construed as an admission by any of them of any wrongdoing or violation of any applicable law, and that nothing in this Agreement shall be so construed by any other person.

8. **Bar.** The Association specifically agrees that this Agreement may be pled by the Town or any of the other Released Parties as an absolute bar to any released claim.

9. **Complete Agreement.** This Agreement sets forth all of the terms and conditions of the agreement between the parties and shall be considered and understood to be a contractual commitment and not a mere recital. This Agreement shall be binding upon the Town and its successors and assigns and upon the Association and its members.

10. **Fees and Costs.** Each party shall bear and pay its own costs and attorneys' fees with regard to this Agreement and any matters covered herein.

11. **Waiver and Amendment.** A waiver of any right under this Agreement must be in writing to be effective. This Agreement may be amended only by a writing signed by the parties. Any oral representation or modification concerning this Agreement shall be of no force or effect.

12. **Choice of Law.** The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against either of the parties. This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona, except to the extent that federal laws apply.

13. **Acknowledgement.** The Association acknowledges that in executing this Agreement, it does not rely on any inducements, promises or representations made by the Town other than those expressly stated herein.

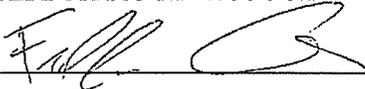
TOWN OF FLORENCE

By _____

Its _____

Dated: _____

ASSOCIATION OF FLORENCE FIRE FIGHTERS,
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4512

By 

Its President local 4512

Dated: 7/17/2019

**Town of Florence
Summary of Warrants Paid
for December 2019**

Source	Amount
Warrant Register-Checks and Credit Card Payments	\$ 1,076,425.59
Electronic Payments	
Bank and Merchant Fees	\$ 4,654.23
Payroll - Net of Deductions	\$ 481,039.04
Purchase Card - National Bank	\$ 17,680.42
Payroll Related Payments: Liens, Levys, Garnishments, Flexible Spending, AFLAC, Deposits to PCFCU (Employee Savings)	\$ 15,521.57
Retirement Contributions, Arizona State Retirement, Public Safety Retirement, Securian, Voluntary 401K Plan	\$ 251,273.56
Payroll Taxes, State and Federal	\$ 224,748.50
Transaction Privilege Taxes Collected Payable to State	\$ 27,808.39
Medical, Dental, Life, Vision payments	\$ 215,227.95
Water Credits Purchase	\$ 435,084.20
Community Facilities District Payments	
Administrative Expense CFD #2	\$ 1,000.00
Debt Service CFD #1	\$ 329,075.22
Debt Service CFD #2	\$ 270,079.45
Electronic Payments	\$ 2,273,192.53
Total Warrants	\$ 3,349,618.12

Town of Florence
Warrant Register - December 2019



GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
REFUNDS							
010-104-600	115249	12/13/19	2ND TEMP	10.1001001	12/11/19	PAID OFF ASSESSMENT-KRALIK, C.	\$ 247.26
010-104-600	115256	12/13/19	2ND TEMP	12.1701066	12/11/19	PAID OFF ASSESSMENT-EVANS, E.	\$ 176.36
010-104-600	115267	12/13/19	2ND TEMP	20.1901082	12/11/19	PAID OFF ASSESSMENT-BELLEW, J.	\$ 146.58
010-104-600	115272	12/13/19	2ND TEMP	30.3000027	12/11/19	PAID OFF ASSESSMENT-BOEN, M.	\$ 301.58
010-104-600	115288	12/13/19	2ND TEMP	30.3000030	12/11/19	PAID OFF ASSESSMENT-ARD. R.	\$ 301.58
010-104-600	115273	12/13/19	2ND TEMP	31.3100003	12/11/19	PAID OFF ASSESSMENT-HOOK M & MILLER. B.	\$ 306.72
010-104-600	115295	12/13/19	2ND TEMP	52.5200024	12/11/19	PAID OFF ASSESSMENT - BJORKLUND, W.	\$ 150.79
010-104-600	115251	12/13/19	2ND TEMP	52.5200035	12/11/19	PAID OFF ASSESSMENT-DOUCETTE, D.	\$ 150.79
010-104-600	115244	12/13/19	2ND TEMP	52.5200097	12/11/19	PAID OFF ASSESSMENT-MICHAELIS, A.	\$ 150.79
							\$ 1,932.45
UTILITY CLEARING							
010-160-000	115230	12/12/19	2ND TEMP	502317	12/09/19	Water OVERPAYMENT	\$ 79.38
010-160-000	115229	12/12/19	2ND TEMP	600194	12/09/19	Water OVERPAYMENT	\$ 296.63
010-160-000	115291	12/13/19	2ND TEMP	707223	12/09/19	SANITATION OVERPAYMENT	\$ 9.66
010-160-000	115321	12/20/19	2ND TEMP	708303	12/09/19	SANITATION OVERPAYMENT	\$ 7.67
010-160-000	115280	12/13/19	2ND TEMP	708644.1	12/09/19	SANITATION OVERPAYMENT	\$ 17.33
010-160-000	115296	12/13/19	2ND TEMP	710245	12/09/19	SANITATION OVERPAYMENT	\$ 16.34
010-160-000	115275	12/13/19	2ND TEMP	717330	12/09/19	SANITATION OVERPAYMENT	\$ 34.66
							\$ 461.67
LIABILITIES							
010-202-000	115242	12/13/19	ARIZONA STATE TREASURER	NOV/2019	12/10/19	STATE JCEF	\$ 328.15
010-202-500	115242	12/13/19	ARIZONA STATE TREASURER	NOV/2019	12/10/19	ZFAR 1	\$ 1,185.46
010-202-501	115242	12/13/19	ARIZONA STATE TREASURER	NOV/2019	12/10/19	ZFAR 2	\$ 392.69
010-203-000	115279	12/13/19	PINAL COUNTY TREASURER	NOV/2019	12/10/19	NOVEMBER 2019 MONTHLY REMIT	\$ 32.90
010-204-000	115242	12/13/19	ARIZONA STATE TREASURER	NOV/2019	12/10/19	STATE SURCHARGES/NOV 2019	\$ 6,255.65
010-209-000	115242	12/13/19	ARIZONA STATE TREASURER	NOV/2019	12/10/19	VICTIM RIGHTS	\$ 244.27
010-218-200	115368	12/27/19	2ND TEMP	791090	09/19/17	Re-ISSUE REFUND DUE TO LOST CHECK #107773	\$ 51.00
010-232-000	115353	12/27/19	AZ DEPT OF REVENUE COLL SVC	PPE 12/20/2019	12/27/19	LEVY	\$ 503.55
010-241-000	115346	12/20/19	UNITED WAY OF PINAL COUNTY	PPE 12/6/2019	12/01/19	EMPLOYEES CONTRIBUTIONS	\$ 97.50
010-241-000	115221	12/05/19	UNITED WAY OF PINAL COUNTY	PPE 11/22/19	12/02/19	EMPLOYEES CONTRIBUTIONS	\$ 117.50
010-241-000	115383	12/27/19	UNITED WAY OF PINAL COUNTY	PPE 12/20/2019	12/27/19	EMPLOYEES CONTRIBUTIONS	\$ 45.00
010-243-000	115330	12/20/19	NEW YORK LIFE INSURANCE	DEC/2019	12/04/19	DECEMBER INVOICE	\$ 516.71
010-250-038	115242	12/13/19	ARIZONA STATE TREASURER	NOV/2019	12/10/19	STATE FINES	\$ 1,994.11
010-260-000	115209	12/05/19	2ND TEMP	DEC/19 GREATHOUSE	12/03/19	Restitution PMT M11417R2014000887	\$ 50.00
010-260-000	115257	12/13/19	2ND TEMP	DEC/19 VALENCIA	12/06/19	Restitution PMT #CM2017-000179	\$ 100.00
010-260-000	115340	12/20/19	2ND TEMP	DEC/19 ORTIZ	12/12/19	Restitution PMT CR2011-0163	\$ 63.03
							\$ 11,977.52
PARKS & RECREATION							
010-339-471	115215	12/05/19	2ND TEMP	2000649.002	12/01/19	Refund FOR ROOM RENTAL	\$ 240.00
010-339-606	115214	12/05/19	2ND TEMP	2000645.002	11/18/19	Refund/J. BOWMAN	\$ 33.00
010-340-578	115188	12/05/19	JANET MANNATO	NOV/19 SALAZAR	12/03/19	Public Defender Services-NOV 19 TR2019-000030	\$ 350.00
							\$ 623.00

GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
TOWN COUNCIL							
010-501-401	115196	12/05/19	National League of	157302	10/28/19	Membership dues	\$ 1,953.00
ADMINISTRATION							
010-502-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	ADMIN - B. BITTER	\$ 36.70
010-502-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 2,042.38
010-502-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 27.82
010-502-231	115190	12/05/19	KS STATEBANK	01.06.20	12/03/19	JAN/2020 AOT CONTRACT OBLIGATION	\$ 363.34
010-502-231	115326	12/20/19	KS STATEBANK	02.06.2020	12/13/19	FEB/2020 AOT CONTRACT OBLIGATION	\$ 363.34
010-502-301	115198	12/05/19	OFFICE DEPOT INC	400177373001	11/06/19	Vertical file	\$ 7.08
010-502-301	115198	12/05/19	OFFICE DEPOT INC	402232611001	11/13/19	Election office supplies	\$ 21.79
010-502-301	115200	12/05/19	PATRICIA BUCHANAN	POWWOW REIMB	11/22/19	Supplies for the Admin Office	\$ 37.15
010-502-301	115200	12/05/19	PATRICIA BUCHANAN	POWWOW REIMB	11/22/19	AMOUNT OVER PO	\$ 3.23
010-502-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL - ADMIN	\$ 41.29
010-502-401	115164	12/05/19	AMERICAN PLANNING ASSOCIATION	123756-19106	10/28/19	Membership Renewal for Brent Billingsley	\$ 618.00
010-502-401	115175	12/05/19	CNA Surety Direct Bill	62636549N	11/18/19	Bond Premiums for Notary's - Maria Hernandez and Trish Buc	\$ 100.00
010-502-401	115377	12/27/19	SECRETARY OF STATE	BUCHANAN	12/16/19	Notary Renewal for Trish Buchanan	\$ 43.00
							\$ 3,705.12
COURTS							
010-503-219	115182	12/05/19	FESTER & CHAPMAN PLLC	13603	11/30/19	Annual Audit-TOF	\$ 3,000.00
010-503-301	115198	12/05/19	OFFICE DEPOT INC	396440607001	11/01/19	Paper & envelopes	\$ 156.64
010-503-301	115198	12/05/19	OFFICE DEPOT INC	397348025001	11/01/19	Office Supplies - POST ITS	\$ 7.97
010-503-301	115198	12/05/19	OFFICE DEPOT INC	400165313001	11/08/19	Office DEPOT - INK REFILL	\$ 21.04
							\$ 3,185.65
LEGAL							
010-504-217	115361	12/27/19	DICKINSON WRIGHT PLLC	1428915	12/04/19	legal services: ACC Proceedings/ Johnson Utilities Nov 2019	\$ 450.00
010-504-217	115365	12/27/19	Gust Rosenfeld P.L.C.	357397	12/05/19	legal services: Environmental Appeals Nov 2019	\$ 6,274.53
010-504-217	115378	12/27/19	SIMS MACKEN LTD	26502	12/09/19	legal services: Florence vs FCI Nov 2019	\$ 13,450.00
010-504-301	115373	12/27/19	OFFICE DEPOT INC	411940193001	12/05/19	office supplies	\$ 28.23
010-504-401	115381	12/27/19	THOMSON REUTERS-WEST	841411463	12/01/19	legal research Nov 2019	\$ 226.00
							\$ 20,428.76
FINANCE							
010-505-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	FINANCE ADMIN - CREDIT	\$ (35.19)
010-505-202	115187	12/05/19	Infosend	161980	10/31/19	OCT/2019 UTILITY BILLING SERVICE	\$ 2,828.88
010-505-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 308.72
010-505-217	115162	12/05/19	ADECCO	69785223	11/25/19	TEMP EMPLOYMENT CONTRACT - M. ORTIZ	\$ 654.35
010-505-217	115162	12/05/19	ADECCO	69793073	12/02/19	OPEN PO FOR TEMP EMPLOYMENT CONTRACT - M. ORTIZ WI	\$ 517.48
010-505-217	115236	12/13/19	ADECCO	69800579	12/09/19	OPEN PO FOR TEMP EMPLOYMENT CONTRACT - M. ORTIZ WI	\$ 528.47
010-505-217	115298	12/20/19	ADECCO	69811771	12/16/19	OPEN PO FOR TEMP EMPLOYMENT CONTRACT - M. ORTIZ-we	\$ 799.20
010-505-219	115182	12/05/19	FESTER & CHAPMAN PLLC	13603	11/30/19	Annual Audit-TOF	\$ 4,500.00
010-505-231	115190	12/05/19	KS STATEBANK	01.06.20	12/03/19	JAN/2020 AOT CONTRACT OBLIGATION	\$ 239.88
010-505-231	115326	12/20/19	KS STATEBANK	02.06.2020	12/13/19	FEB/2020 AOT CONTRACT OBLIGATION	\$ 239.88
010-505-301	115373	12/27/19	OFFICE DEPOT INC	413091239001	12/07/19	Office Supplies	\$ 70.54
010-505-301	115373	12/27/19	OFFICE DEPOT INC	413099205001	12/09/19	Office Supplies	\$ 22.21
010-505-314	115260	12/13/19	Government Finance Officers Association	2019	12/04/19	Application for CAFR Award	\$ 530.00
							\$ 11,204.42

GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
HUMAN RESOURCES							
010-508-217	115186	12/05/19	INFINISOURCE INC.	90897272	11/09/19	Monthly Administrative Fee	\$ 316.80
010-508-217	115324	12/20/19	Jorgensen Brooks Group	SAAS075968	12/12/19	1st 2020 quarter EAP services	\$ 864.00
010-508-314	115223	12/05/19	WALMART COMMUNITY # 0005 7118	931619087095	11/12/19	Visa gift card service awards November-December	\$ 719.76
010-508-314	115333	12/20/19	PETTY CASH - FINANCE	DEC/2019 MISC	12/07/19	2019 Halloween Bash	\$ 78.41
010-508-314	115333	12/20/19	PETTY CASH - FINANCE	DEC/2019 MISC	12/07/19	2019 Employee Appreciation Banquet	\$ 98.28
010-508-314	115347	12/20/19	WALMART COMMUNITY # 0005 7118	9374718390545	12/13/19	GIFT CARDS FOR ANNUAL HOLIDAY LUNCHEON	\$ 250.00
							\$ 2,327.25
COMMUNITY DEVELOPMENT							
010-510-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	COM DEV / DEVELP SVC PHONES	\$ 211.42
010-510-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 316.57
010-510-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 27.82
010-510-215	115342	12/20/19	SOUTHWEST GAS CORPORATION	NOV/2019	12/02/19	200 W 20TH ST	\$ 76.70
010-510-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	224 W. 20 ST	\$ 355.79
010-510-217	115335	12/20/19	PLANE-et Communities LLC	FL-2019-300	10/29/19	WORK COMPLETED FROM 6/27/2019 - 10/31/2019	\$ 20,346.00
010-510-217	115262	12/13/19	HUB Planning & Urban Design LLC	1922	12/05/19	Planning & Land Use Consulting Services - BPO FY 19/20(12 H	\$ 660.00
010-510-217	115262	12/13/19	HUB Planning & Urban Design LLC	1922	12/05/19	Planning & Land Use Consulting Services - BPO FY 19/20 (8HR	\$ 440.00
010-510-217	115262	12/13/19	HUB Planning & Urban Design LLC	1922	12/05/19	Planning & Land Use Consulting Services - BPO FY 19/20 PER	\$ 141.52
010-510-231	115190	12/05/19	KS STATEBANK	01.06.20	12/03/19	JAN/2020 AOT CONTRACT OBLIGATION	\$ 239.88
010-510-231	115326	12/20/19	KS STATEBANK	02.06.2020	12/13/19	FEB/2020 AOT CONTRACT OBLIGATION	\$ 123.46
010-510-301	115343	12/20/19	Staples Business Advantage	7302472358	11/25/19	Office Supplies - BPO FY 19/20	\$ 50.50
010-510-301	115343	12/20/19	Staples Business Advantage	7302655523	12/04/19	Office Supplies - BPO FY 19/20	\$ 122.80
010-510-301	115373	12/27/19	OFFICE DEPOT INC	419302870-001	12/20/19	Office Supplies - BPO FY 19/20	\$ 66.67
010-510-302	115218	12/05/19	ULINE	112909827	10/01/19	Fluorescent Orange, Full Sheet Labels	\$ 59.98
010-510-304	115357	12/27/19	BLANK CANVAS	17450-1	10/09/19	Uniform Apparel and Embroidery for Department Staff - BPO	\$ 376.73
010-510-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-COMMUNITY DEV	\$ 49.93
010-510-408	115385	12/27/19	WATER SHED	400003544	12/21/19	Water Delivery Service - BPO FY 19/20	\$ 17.99
							\$ 23,683.76
POLICE ADMINISTRATION							
010-511-201	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-9627 POLICE 9-1-1	\$ 337.20
010-511-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	POLICE ADMIN PHONES	\$ 2,192.35
010-511-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	Superior Fire	\$ 91.73
010-511-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 734.39
010-511-215	115246	12/13/19	BIA	NOV/2019	12/03/19	3949 N IOWA RADIO TOWER #2 SPLIT 50%	\$ 189.57
010-511-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	193 E. 6TH ST	\$ 64.53
010-511-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	1817 N HUNT HWY 50%	\$ 49.54
010-511-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	425 N PINAL ST PD	\$ 715.95
010-511-217	115207	12/05/19	SHRED-IT USA	8128562347	11/15/19	POLICE/TOWN HALL SHREDDING	\$ 34.00
010-511-217	115201	12/05/19	PETTY CASH - POLICE DEPT	DEC/2019	11/25/19	45821: new lock	\$ 44.28
010-511-301	115373	12/27/19	OFFICE DEPOT INC	399664902001	11/20/19	Office Supplies: folders/pens...	\$ 138.95
010-511-301	115373	12/27/19	OFFICE DEPOT INC	399665419001	11/20/19	Office Supplies: folders/pens...	\$ 5.22
010-511-301	115338	12/20/19	RENEE YVONNE KLIX	011776	12/13/19	Reimb. for supplies for Chief's luncheon	\$ 71.99
010-511-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-PD ADMIN	\$ 118.39
010-511-402	115253	12/13/19	DANIEL HUGHES	030814	12/04/19	Business lunch with Chief Walls	\$ 32.80
010-511-444	115228	12/11/19	Valentino's Eatery	CHIEF/2019	12/09/19	Catered luncheon for Chief Hughes' retirement for 45 person	\$ 613.00
							\$ 5,433.89

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POLICE SUPPORT SERVICES							
010-512-207	115191	12/05/19	LANGUAGE LINE SERVICES	4637437	11/20/19	Language line services	\$ 8.85
010-512-215	115342	12/20/19	SOUTHWEST GAS CORPORATION	NOV/2019	12/02/19	200 E 6TH ST.	\$ 40.36
010-512-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	200 E. 6TH ST	\$ 712.91
010-512-217	115278	12/13/19	PINAL CO ANIMAL CARE & CONTROL	NOV/2019	12/03/19	November Monthly Billing	\$ 1,040.08
010-512-301	115201	12/05/19	PETTY CASH - POLICE DEPT	DEC/2019	11/25/19	45822: sodas for Town luncheon	\$ 20.45
010-512-301	115283	12/13/19	RENEE YVONNE KLIX	380387	12/04/19	Reimb. for supplies for new chief welcome	\$ 54.27
010-512-301	115286	12/13/19	RITA FRANCIS	64955	12/04/19	Reimb. for party supplies for new chief welcome	\$ 29.53
010-512-401	115274	12/13/19	NOTARY BOND AGENCY	CALOMINO/19	12/04/19	Notary Package for Calomino	\$ 70.00
010-512-401	115274	12/13/19	NOTARY BOND AGENCY	CASSINELLI/19	12/04/19	Notary package for Cassinelli	\$ 70.00
							\$ 2,046.45
POLICE VOLUNTEER SERVICES							
010-513-401	115336	12/20/19	Public Safety Software Group	2020	12/05/19	VIMS dues subscription for Volunteers	\$ 384.00
010-513-403	115201	12/05/19	PETTY CASH - POLICE DEPT	DEC/2019	11/25/19	45823:sandwiches for Vol. training/meeting	\$ 50.98
							\$ 434.98
POLICE OPERATIONS							
010-514-209	115254	12/13/19	Day Auto Supply Inc	789194	11/27/19	STOCK BRAKE PADS & OIL FOR PD	\$ 127.47
010-514-209	115254	12/13/19	Day Auto Supply Inc	789642	12/04/19	STOCK FILTERS & WIPER BLADES FOR PD	\$ 252.22
010-514-209	115337	12/20/19	PURCELL TIRE COMPANY	6784650	12/12/19	Tires for PD	\$ 1,426.36
010-514-210	115168	12/05/19	AZ LAW ENFORCEMENT RADAR TECHNOLOG	19-1183	11/20/19	LIDAR radars repair/maint/certification	\$ 1,084.98
010-514-302	115195	12/05/19	MOTOROLA SOLUTIONS INC.	41566	11/21/19	Pass Keys for MDC's-OPS use	\$ 715.20
010-514-302	115376	12/27/19	Proforce Law Enforcement	394424	12/05/19	Taser holsters and power mags	\$ 750.61
010-514-302	115376	12/27/19	Proforce Law Enforcement	395126	12/13/19	Taser Cartridges (16)	\$ 575.18
010-514-304	115213	12/05/19	SYMBOLARTS, LLC	0343443-IN	11/20/19	Badges	\$ 267.48
010-514-304	115379	12/27/19	STITCH AMERICA	106933	12/17/19	Police hats (48)	\$ 544.15
010-514-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-PD OPERATIONS	\$ 6,863.59
010-514-309	115238	12/13/19	AMMO MUNITIONS INC.	9926	11/25/19	6 cases 9mm luger ammo/30 cases 9mm jacketed hollow pt.	\$ 3,388.22
010-514-312	115376	12/27/19	Proforce Law Enforcement	394694	12/09/19	replacement taser	\$ 82.92
010-514-314	115170	12/05/19	Banner Occupational Health Clinics	669139	11/04/19	Physical for new hire candidate: McCormick	\$ 355.00
010-514-403	115204	12/05/19	RENEE YVONNE KLIX	DEC/2019 PER DIEM	12/02/19	Per Diem 12/12-13/19	\$ 37.00
010-514-505	115333	12/20/19	PETTY CASH - FINANCE	DEC/2019 MISC	12/07/19	DMV VEHICLE REGISTRATION/PLATES	\$ 24.00
							\$ 16,494.38
FIRE ADMINISTRATION							
010-515-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	FIRE ADMIN PHONES	\$ 722.83
010-515-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 743.61
010-515-207	115197	12/05/19	OHD	66505	11/14/19	Annual Calibration for the Mask fit tester	\$ 810.00
010-515-231	115190	12/05/19	KS STATEBANK	01.06.20	12/03/19	JAN/2020 AOT CONTRACT OBLIGATION	\$ 123.46
010-515-231	115326	12/20/19	KS STATEBANK	02.06.2020	12/13/19	FEB/2020 AOT CONTRACT OBLIGATION	\$ 123.46
010-515-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-FIRE ADMIN	\$ 691.05
							\$ 3,214.41
FIRE STATION #1							
010-516-201	115310	12/20/19	COX BUSINESS	DEC/19	11/23/19	72 E. 1ST ST - FD #1	\$ 61.97
010-516-209	115211	12/05/19	Superstition Fire & Medical District	5570	10/30/19	shop 126 vehicle maintenance, install power converter	\$ 541.44
010-516-209	115211	12/05/19	Superstition Fire & Medical District	5571	10/30/19	shop 138 vehicle maintenance, fans, power inverter install	\$ 924.68
010-516-209	115211	12/05/19	Superstition Fire & Medical District	5573	10/30/19	shop 138 vehicle maintenance	\$ 511.00
010-516-209	115380	12/27/19	Superstition Fire & Medical District	5651	12/18/19	shop 126 maintenance, ball valve, governor, DEF, refrigerant	\$ 1,243.38
010-516-209	115380	12/27/19	Superstition Fire & Medical District	5652	12/18/19	Shop 134 Maintenance, power converter, DEF	\$ 263.80
010-516-215	115342	12/20/19	SOUTHWEST GAS CORPORATION	NOV/2019	12/02/19	72 E 1st St	\$ 76.70

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010-516-215	115246	12/13/19	BIA	NOV/2019	12/03/19	3949 N IOWA RADIO TOWER #2 SPLIT 50%	\$ 189.57
010-516-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	72 E. 1ST	\$ 750.64
010-516-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	1817 N HUNT HWY 50%	\$ 49.55
010-516-302	115287	12/13/19	ROADRUNNER OXYGEN SVC	84754	10/31/19	oxygen cylinder refills	\$ 19.68
010-516-302	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	245546	12/05/19	Supplies Red Duct Tape	\$ 16.90
010-516-304	115220	12/05/19	UNITED FIRE EQUIPMENT CO.	717582	11/14/19	uniform allowance station - BRUIN	\$ 338.39
010-516-304	115220	12/05/19	UNITED FIRE EQUIPMENT CO.	717588	11/14/19	uniform allowance station-KEMP	\$ 362.42
010-516-304	115220	12/05/19	UNITED FIRE EQUIPMENT CO.	717708	11/18/19	uniform allowance station-STRAYER	\$ 132.37
010-516-304	115237	12/13/19	ALFRED I. GAMEROS JR.	57314	11/22/19	PT shoe reimbursement	\$ 100.00
010-516-304	115345	12/20/19	UNITED FIRE EQUIPMENT CO.	518149	11/25/19	uniform allowance station #1-MAHONEY	\$ 192.89
010-516-304	115345	12/20/19	UNITED FIRE EQUIPMENT CO.	718148	11/25/19	uniform allowance station #1-KARTCHNER	\$ 350.00
010-516-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-FIRE 541	\$ 899.97
010-516-321	115370	12/27/19	Life Assist Inc	956917	11/18/19	EMS supplies	\$ 724.53
010-516-401	115263	12/13/19	INT'L ASSOC. of FIRE CHIEFS	53942	11/30/19	membership for Chief	\$ 260.00
							\$ 8,009.88
FIRE STATION #2							
010-517-201	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	723-7347 HUNT FIRE	\$ 229.48
010-517-201	115310	12/20/19	COX BUSINESS	DEC/19	11/23/19	2035 N HUNT HWY FD#2	\$ 58.86
010-517-201	115310	12/20/19	COX BUSINESS	DEC/19	11/23/19	2035 N HUNT HWY	\$ 105.31
010-517-209	115211	12/05/19	Superstition Fire & Medical District	5462	08/27/19	shop 139 vehicle maintenance, transducer, connector	\$ 2,739.69
010-517-209	115211	12/05/19	Superstition Fire & Medical District	5574	10/30/19	shop 139 maintenance, ball valve kit, power converter install	\$ 1,032.72
010-517-209	115380	12/27/19	Superstition Fire & Medical District	5650	12/18/19	Shop 122 Maintenance, Window Regulator, power converter	\$ 642.72
010-517-212	115323	12/20/19	Johnson Utilities	NOV/19 8081-01	12/05/19	2035 N HUNT HWY FD#2-WATER	\$ (37.90)
010-517-212	115323	12/20/19	Johnson Utilities	NOV/19 8082-01	12/05/19	2035 N HUNT HWY FD#2-SEWER	\$ 132.23
010-517-215	115342	12/20/19	SOUTHWEST GAS CORPORATION	NOV/2019	12/02/19	2035 N HUNT HWY	\$ 95.71
010-517-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	2035 N HUNT HWY	\$ 584.35
010-517-304	115220	12/05/19	UNITED FIRE EQUIPMENT CO.	717707	11/18/19	uniform allowance station-ADAMCZYK	\$ 308.06
010-517-304	115220	12/05/19	UNITED FIRE EQUIPMENT CO.	717741	11/18/19	uniform allowance station - ADAMCZYK	\$ 16.95
010-517-304	115345	12/20/19	UNITED FIRE EQUIPMENT CO.	718633	12/05/19	uniform allowance for station #2 and recruits	\$ 711.68
010-517-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-FIRE 542	\$ 713.34
							\$ 7,333.20
INFORMATION TECHNOLOGY							
010-519-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	NO COST CENTER	\$ 801.32
010-519-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	IT / COUNCIL LAPTOPS	\$ 412.11
010-519-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 13.91
010-519-211	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	240984	02/26/19	3/4X22' Rubb Elect Tape"	\$ 9.68
010-519-211	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	240984	02/26/19	3/4 BLK Pro Electrical Tape"	\$ 9.34
010-519-211	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	241000	02/26/19	208' 3Ply Jute Twine	\$ 2.61
010-519-211	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	241000	02/26/19	24x185 WHT Twine	\$ 4.46
010-519-217	115240	12/13/19	Arizona Office of Technology	IN630504	10/21/19	Managed Print Services	\$ 1,249.23
010-519-222	115310	12/20/19	COX BUSINESS	DEC/19	11/23/19	775 N MAIN ST - TOWN HALL	\$ 33.54
010-519-222	115310	12/20/19	COX BUSINESS	DEC/19	11/23/19	775 N MAIN ST - MAIN TRUNK LINE	\$ 688.00
010-519-324	115331	12/20/19	Newegg Business Inc.	1302461926	10/25/19	VIDEO EDITING STATION	\$ 1,110.61
010-519-324	115331	12/20/19	Newegg Business Inc.	1302463095	10/28/19	THERMALTAKE COMPUTER CASE	\$ 87.35
							\$ 4,422.16

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FITNESS CENTER							
010-520-208	115311	12/20/19	David J. DeFeo dba	2643	06/17/19	Preventative Maintenance On Fitness Center Machines	\$ 361.50
010-520-215	115342	12/20/19	SOUTHWEST GAS CORPORATION	NOV/2019	12/02/19	133 N MAIN ST	\$ 31.27
010-520-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	133 N MAIN ST	\$ 146.08
010-520-302	115349	12/20/19	WATER SHED	400003182	09/30/19	Drinking water for Fitness Center Staff	\$ 19.84
							\$ 558.69
PARKS & RECREATION ADMINISTRATION							
010-521-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 229.34
010-521-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 27.82
010-521-231	115190	12/05/19	KS STATEBANK	01.06.20	12/03/19	JAN/2020 AOT CONTRACT OBLIGATION	\$ 123.46
010-521-231	115326	12/20/19	KS STATEBANK	02.06.2020	12/13/19	FEB/2020 AOT CONTRACT OBLIGATION	\$ 239.88
010-521-301	115198	12/05/19	OFFICE DEPOT INC	399648543001	11/06/19	binding and office supplies	\$ 71.49
010-521-301	115198	12/05/19	OFFICE DEPOT INC	399660726001	11/06/19	binding and office supplies	\$ 219.27
010-521-301	115198	12/05/19	OFFICE DEPOT INC	402282427001	11/13/19	OFFICE SUPPLIES	\$ 52.70
010-521-301	115198	12/05/19	OFFICE DEPOT INC	403062428001	11/14/19	OFFICE SUPPLIES	\$ 47.60
010-521-301	115332	12/20/19	OFFICE DEPOT INC	406121379001	11/21/19	OFFICE SUPPLIES	\$ 3.78
010-521-407	115217	12/05/19	U. S. Post Master	11/22/19	11/22/19	Postage for 3 editions of Activity Guide FY20	\$ 1,883.15
							\$ 2,898.49
PARK MAINTENANCE							
010-522-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	PARKS MAINTENANCE PHONES	\$ 221.80
010-522-207	115167	12/05/19	Arizona's Best Choice Pest & Termite Svc	661801	11/18/19	Gopher control at Heritage Park/Senior Center/LL	\$ 235.00
010-522-207	115243	12/13/19	Arizona's Best Choice Pest & Termite Svc	663507	12/02/19	Gopher control at Heritage Park/Senior Center/LL	\$ 235.00
010-522-211	115206	12/05/19	RIGHT AWAY DISPOSAL LLC	0002803910	10/31/19	Rodeo Grounds Clean-up Project	\$ 739.32
010-522-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	218 E. 8TH ST	\$ 96.91
010-522-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	77 W. RUGGLES ST	\$ 83.00
010-522-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	289 N MAIN ST UNIT 1-2	\$ 96.38
010-522-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	121 W. 22 ST PARK	\$ 109.01
010-522-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	364 N UNIVERSITY	\$ 77.64
010-522-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	300 W. 1ST	\$ 919.53
010-522-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	28 E 11TH ST	\$ 99.22
010-522-222	115339	12/20/19	RICK HALL	30527	12/01/19	STANDARD PORTABLE TOILET SERVICED 1xWEEK- MAIN ST. P	\$ 76.44
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	244989	10/28/19	Parks Maintenance Supplies	\$ 46.58
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245085	11/04/19	Parks Maintenance Supplies	\$ 16.93
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245092	11/05/19	PARK MAINTENANCE SUPPLIES	\$ 47.49
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245098	11/05/19	PLYWOOD, STUDS	\$ 43.65
010-522-302	115198	12/05/19	OFFICE DEPOT INC	398572825001	11/05/19	Hand Sanitizer for Park Maintenance Staff	\$ 43.93
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245113	11/06/19	PARK MAINTENANCE SUPPLIES	\$ 53.76
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245121	11/06/19	PARK MAINTENANCE SUPPLIES	\$ 11.82
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245142	11/07/19	PARK MAINTENANCE SUPPLIES	\$ 18.91
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245151	11/07/19	PARK MAINTENANCE SUPPLIES	\$ 137.57
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245162	11/08/19	PARK MAINTENANCE SUPPLIES	\$ 31.77
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245225	11/13/19	PARK MAINTENANCE SUPPLIES	\$ 77.24
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245275	11/18/19	PARK MAINTENANCE SUPPLIES	\$ 28.59
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245310	11/20/19	PARK MAINTENANCE SUPPLIES	\$ 35.88
010-522-302	115224	12/05/19	WATER SHED	400003497	11/20/19	Drinking water for Community Center Staff	\$ 19.75
010-522-302	115177	12/05/19	Day Auto Supply Inc	788556	11/20/19	2008 FORD TRUCK F-150 WIPER BLADE	\$ 17.23
010-522-302	115247	12/13/19	Brady Industries, LLC	6310330	11/23/19	Liner LDPEX 38X58 1.35GA RL BLACK for Park Maintenance	\$ 312.53
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245475	12/02/19	PARK MAINTENANCE SUPPLIES	\$ 21.15

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010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245487	12/03/19	PARK MAINTENANCE SUPPLIES	\$ 16.93
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245531	12/05/19	PARK MAINTENANCE SUPPLIES	\$ 19.03
010-522-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245536	12/05/19	PARK MAINTENANCE SUPPLIES	\$ 31.71
010-522-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-PARKS MAINT	\$ 596.55
010-522-317	115239	12/13/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04118B 20190802		08/06/19	Inmate Labor Program- Park Maintenance	\$ 52.00
010-522-317	115239	12/13/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04118B 20190815		08/20/19	Inmate Labor Program- Park Maintenance	\$ 16.00
010-522-317	115166	12/05/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04117B 20191114		11/20/19	Inmate Labor Program- Park Maintenance	\$ 48.00
010-522-317	115239	12/13/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04116B 20191127		12/02/19	Inmate Labor Program- Park Maintenance	\$ 24.00
							\$ 4,758.25
COMMUNITY CENTER FACILITY							
010-523-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	778 N MAIN ST	\$ 1,653.40
010-523-302	115292	12/13/19	WATER SHED	400003472	11/14/19	Drinking water for Park Maintenance Staff	\$ 26.33
010-523-302	115292	12/13/19	WATER SHED	400003523	11/25/19	Drinking water for Fitness Center Staff	\$ 13.16
010-523-302	115349	12/20/19	WATER SHED	400003585	12/09/19	Drinking water for Community Center Staff	\$ 13.16
							\$ 1,706.05
AQUATICS PROGRAMS							
010-524-207	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-0265 PARKS & REC	\$ 328.80
010-524-215	115342	12/20/19	SOUTHWEST GAS CORPORATION	NOV/2019	12/02/19	174 W 1st ST #2	\$ 382.34
010-524-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	174 W. 1ST UNIT 2	\$ 1,928.22
010-524-310	115302	12/20/19	AQUATIC ENVIRONMENTAL	IN47268	12/16/19	Chlorine for Pool	\$ 1,895.53
							\$ 4,534.89
RECREATION PROGRAMS							
010-525-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	RECREATION PROGRAMS PHONES	\$ 65.25
010-525-217	115271	12/13/19	KIM A. HUNTER	NOVEMBER/19	11/20/19	Teen Leadership and Programming-NOV/2019	\$ 2,000.00
010-525-222	115269	12/13/19	JESSICA N TROTTER MBR	012420	12/11/19	Payment for the Goof Booth at the 2020 Dances	\$ 275.00
010-525-224	115327	12/20/19	LISA TEREZIO	NOV/19 CONTRACT	12/13/19	NOV YOGA INSTRUCITON	\$ 124.00
010-525-302	115290	12/13/19	Strings of the Sonoran Inc	12072019	12/01/19	Fall Concert - Arts and Culture Commission	\$ 250.00
010-525-302	115297	12/19/19	KISS THE CHEF CATERING	2019 SENIOR HOLIDAY	12/01/19	Catered meal for Holiday Hoedown	\$ 2,293.20
010-525-302	115276	12/13/19	PETTY CASH - PARKS	DEC/2019	12/11/19	reimbursed Nixon for fuel expense when code didn't work on	\$ 20.00
010-525-302	115276	12/13/19	PETTY CASH - PARKS	DEC/2019	12/11/19	staff entry fee for Rankin Farm Pumpkin Patch	\$ 15.00
010-525-302	115276	12/13/19	PETTY CASH - PARKS	DEC/2019	12/11/19	Holiday Decor supplies	\$ 19.49
010-525-304	115212	12/05/19	SURF & SKI ENTERPRISES	154498	11/07/19	LONG SLEEVE STAFF SHIRTS	\$ 309.51
010-525-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-PARKS REC	\$ 122.34
							\$ 5,493.79
SPECIAL EVENTS							
010-526-217	115179	12/05/19	ELLAGANT ENTERTAINMENT	120619	12/03/19	Sound and emcee services for Halloween Jr parada and Chris'	\$ 1,125.00
010-526-217	115270	12/13/19	JIM HEET PHOTOGRAPHY	799	12/04/19	Event Pictures for Christmas on Main Street and Junior Parada	\$ 150.00
010-526-217	115266	12/13/19	Jan Sandwich	4255	12/06/19	Appearance for Christmas on Main Street Event	\$ 400.00
010-526-217	115270	12/13/19	JIM HEET PHOTOGRAPHY	800	12/09/19	Event Pictures for Christmas on Main Street and Junior Parada	\$ 150.00
010-526-217	115259	12/13/19	FOUR PEAKS EVENTS	120919	12/12/19	Race Management for Jingle Bell Jog	\$ 2,855.00
010-526-217	115322	12/20/19	JIM HEET PHOTOGRAPHY	801	12/13/19	Trophies for Junio Parada and Christmas on Main Street	\$ 201.10
010-526-217	115322	12/20/19	JIM HEET PHOTOGRAPHY	802	12/13/19	Trophies for Junio Parada and Christmas on Main Street	\$ 146.50
010-526-222	115205	12/05/19	RICK HALL	935	11/05/19	Portable toilets for events	\$ 218.40
010-526-222	115192	12/05/19	LIMOPORT TRANSPORTATION LLC	1590	11/21/19	Trolley and Open Air transportation for Home Tour-50% DEPT	\$ 1,920.00
010-526-222	115172	12/05/19	Celestial Nights Family Entertainment	679	11/21/19	50' Movie Screen Rental for Drive in Movie	\$ 1,148.45
010-526-222	115284	12/13/19	RICK HALL	989	12/10/19	Portable toilets for events	\$ 218.40
010-526-302	115264	12/13/19	iPROMOTEu.com	1683846VP2	12/05/19	T-Shirts for Jingle Bell Jog	\$ 1,230.66
010-526-407	115344	12/20/19	TUCSON LOCAL MEDIA	25132	12/17/19	2020 Home Tour ad in Tucson Local Media	\$ 502.00

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							\$ 10,265.51
SENIOR CENTER							
010-528-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	SENIOR CENTER	\$ 18.88
010-528-201	115310	12/20/19	COX BUSINESS	DEC/19	11/23/19	778 N MAIN ST - LIBRARY	\$ 129.94
010-528-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 4.96
010-528-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 27.82
010-528-209	115254	12/13/19	Day Auto Supply Inc	789514	12/03/19	WIPERS FOR SC-2	\$ 4.35
010-528-215	115342	12/20/19	SOUTHWEST GAS CORPORATION	NOV/2019	12/02/19	330 N PINAL ST	\$ 58.61
010-528-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	330 N PINAL ST	\$ 578.90
010-528-217	115224	12/05/19	WATER SHED	400003272	10/09/19	monthly water and ice	\$ 24.68
010-528-217	115224	12/05/19	WATER SHED	400003318	10/17/19	monthly water and ice	\$ 13.99
010-528-217	115224	12/05/19	WATER SHED	400003342	10/17/19	monthly water and ice	\$ 11.52
010-528-217	115224	12/05/19	WATER SHED	400003377	10/28/19	monthly water and ice	\$ 11.52
010-528-217	115202	12/05/19	PINAL NUTRITION PROGRAM	OCT/2019	10/31/19	October 2019 meals for 311 senior citizens	\$ 1,428.75
010-528-217	115224	12/05/19	WATER SHED	400003412	11/04/19	monthly water and ice	\$ 13.99
010-528-217	115165	12/05/19	AQUA CHILL INC #1	24336502	11/20/19	monthly rental on RO and water tank	\$ 32.43
010-528-217	115224	12/05/19	WATER SHED	400003495	11/20/19	monthly water and ice	\$ 11.52
010-528-217	115334	12/20/19	PINAL NUTRITION PROGRAM	NOV/2019	11/27/19	November meals (243) for the senior center	\$ 1,092.15
010-528-301	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	OFFICE SUPPLIES	\$ 0.54
010-528-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-SENIOR CTR	\$ 492.20
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Fry's -Bingo reimbursed by Pinal Nutrition	\$ 4.39
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	99 cent store-Bingo reimbursed by Pinal Nutrition	\$ 9.21
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Superstition Ranch Market--Bingo reimbursed by Pinal Nutrit	\$ 17.76
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	99 cent store-Bingo reimbursed by Pinal Nutrition	\$ 6.62
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Food City-Bingo reimbursed by Pinal Nutrition	\$ 14.36
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Dollar General-Bingo reimbursed by Pinal Nutrition	\$ 9.18
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Superstition Ranch Market--Bingo reimbursed by Pinal Nutrit	\$ 21.03
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	99 cent store-Bingo reimbursed by Pinal Nutrition	\$ 8.17
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Fry's -Bingo reimbursed by Pinal Nutrition	\$ 2.86
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Fry's -Bingo reimbursed by Pinal Nutrition	\$ 9.55
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	99 cent store-Bingo reimbursed by Pinal Nutrition	\$ 10.28
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Food City-Bingo reimbursed by Pinal Nutrition	\$ 10.55
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	superstition Ranch Market--Bingo reimbursed by Pinal Nutriti	\$ 25.98
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	99 cent store-Bingo reimbursed by Pinal Nutrition	\$ 4.09
010-528-444	115277	12/13/19	PETTY CASH - SENIOR CENTER	DEC/2019	12/11/19	Fry's -Bingo reimbursed by Pinal Nutrition	\$ 9.06
							\$ 4,119.84
LIBRARY							
010-529-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 0.68
010-529-302	115374	12/27/19	PETTY CASH - LIBRARY	DEC/2019	12/20/19	Petty cash renewal	\$ 179.51
010-529-308	115169	12/05/19	BAKER & TAYLOR BOOKS	2034941476	11/15/19	Childrens, Juv, YA books	\$ 22.51
010-529-308	115169	12/05/19	BAKER & TAYLOR BOOKS	2034941477	11/15/19	Fiction books and Audiobook	\$ 77.90
010-529-308	115169	12/05/19	BAKER & TAYLOR BOOKS	2034941478	11/15/19	Childrens/Juv/YA books	\$ 529.12
010-529-308	115169	12/05/19	BAKER & TAYLOR BOOKS	H41509940	11/20/19	DVDs	\$ 18.73
010-529-308	115169	12/05/19	BAKER & TAYLOR BOOKS	2034964520	11/23/19	Childrens/Juv/YA books	\$ 7.14
010-529-308	115169	12/05/19	BAKER & TAYLOR BOOKS	2034964521	11/23/19	Fiction books and Audiobook	\$ 139.96
010-529-308	115169	12/05/19	BAKER & TAYLOR BOOKS	2034964522	11/23/19	Childrens/Juv/YA books	\$ 127.55
010-529-308	115169	12/05/19	BAKER & TAYLOR BOOKS	H41715060	11/27/19	DVDs	\$ 76.29
010-529-308	115306	12/20/19	BAKER & TAYLOR BOOKS	2034979741	12/04/19	Fiction books	\$ 29.70

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010-529-308	115306	12/20/19	BAKER & TAYLOR BOOKS	2034979742	12/04/19	Fiction books and Audiobook	\$ 15.40
010-529-308	115306	12/20/19	BAKER & TAYLOR BOOKS	2034979743	12/04/19	Childrens/Juv/YA books	\$ 60.90
010-529-308	115306	12/20/19	BAKER & TAYLOR BOOKS	H41966300	12/05/19	DVDs	\$ 25.49
010-529-308	115306	12/20/19	BAKER & TAYLOR BOOKS	2034986717	12/06/19	Fiction books and Audiobook	\$ 10.19
010-529-308	115306	12/20/19	BAKER & TAYLOR BOOKS	2034986718	12/06/19	Childrens/Juv/YA books	\$ 22.08
010-529-308	115306	12/20/19	BAKER & TAYLOR BOOKS	2034986719	12/06/19	Fiction books	\$ 287.46
010-529-308	115354	12/27/19	BAKER & TAYLOR BOOKS	H42071600	12/09/19	DVDs	\$ 93.74
010-529-308	115354	12/27/19	BAKER & TAYLOR BOOKS	H42071601	12/09/19	DVDs	\$ 18.73
010-529-308	115354	12/27/19	BAKER & TAYLOR BOOKS	H42135880	12/10/19	DVDs	\$ 63.72
010-529-308	115354	12/27/19	BAKER & TAYLOR BOOKS	2034998549	12/14/19	Childrens, Juv, YA books	\$ 8.22
010-529-308	115354	12/27/19	BAKER & TAYLOR BOOKS	2034998550	12/14/19	Childrens/Juv/YA books	\$ 51.83
010-529-308	115354	12/27/19	BAKER & TAYLOR BOOKS	2034998551	12/14/19	Fiction books	\$ 7.79
010-529-308	115354	12/27/19	BAKER & TAYLOR BOOKS	2034998552	12/14/19	Fiction books	\$ 14.85
010-529-308	115354	12/27/19	BAKER & TAYLOR BOOKS	2034998553	12/14/19	Childrens/Juv/YA books	\$ 513.43
010-529-403	115304	12/20/19	ARIZONA LIBRARY ASSOC.	200002907	11/20/19	Registration fee for Kaytlin Nolan to attend 2020 Early Literac	\$ 180.00
010-529-403	115369	12/27/19	KAYTLIN NOLAN	2019 PER DIEM	12/10/19	Per Diem Mileage for Kaytlin Nolan to attend 2020 Early Liter	\$ 58.70
							\$ 2,641.62
ENGINEERING							
010-530-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	ENGINEERING PHONES	\$ 83.49
010-530-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 51.00
010-530-301	115208	12/05/19	Staples Business Advantage	7301002427	10/03/19	Office Supplies	\$ 106.72
010-530-301	115208	12/05/19	Staples Business Advantage	7301639329	10/31/19	Office Supplies	\$ 106.15
010-530-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-ENGINEERING	\$ 57.07
							\$ 404.43
FACILITIES MAINTENANCE							
010-531-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	FACILITIES PHONES	\$ 296.09
010-531-201	115310	12/20/19	COX BUSINESS	DEC/19	11/23/19	425 E RUGGLES ST - PW	\$ 3.14
010-531-207	115171	12/05/19	BENSON SYSTEMS	222448	09/17/19	PD EVIDENCE	\$ 24.95
010-531-207	115171	12/05/19	BENSON SYSTEMS	222449	09/17/19	TOWN HALL	\$ 74.90
010-531-207	115171	12/05/19	BENSON SYSTEMS	222450	09/17/19	COMMUNITY DEVELOPMENT	\$ 35.95
010-531-207	115171	12/05/19	BENSON SYSTEMS	222451	09/17/19	IT	\$ 44.95
010-531-207	115171	12/05/19	BENSON SYSTEMS	222452	09/17/19	FS 2	\$ 39.95
010-531-207	115171	12/05/19	BENSON SYSTEMS	222453	09/17/19	SWWTP	\$ 32.95
010-531-207	115171	12/05/19	BENSON SYSTEMS	222454	09/17/19	AQUATICS FACILITY	\$ 72.90
010-531-207	115171	12/05/19	BENSON SYSTEMS	222455	09/17/19	COMMUNITY CENTER	\$ 72.90
010-531-207	115171	12/05/19	BENSON SYSTEMS	222456	09/17/19	SILVER KING	\$ 65.90
010-531-207	115171	12/05/19	BENSON SYSTEMS	222457	09/17/19	FITNESS CENTER	\$ 49.95
010-531-207	115171	12/05/19	BENSON SYSTEMS	222458	09/17/19	MCFARLAND	\$ 34.95
010-531-207	115245	12/13/19	BENSON SYSTEMS	223854	10/17/19	PD EVIDENCE	\$ 24.95
010-531-207	115245	12/13/19	BENSON SYSTEMS	223855	10/17/19	TOWN HALL	\$ 74.90
010-531-207	115245	12/13/19	BENSON SYSTEMS	223856	10/17/19	COMMUNITY DEVELOPMENT	\$ 35.95
010-531-207	115245	12/13/19	BENSON SYSTEMS	223857	10/17/19	IT	\$ 44.95
010-531-207	115245	12/13/19	BENSON SYSTEMS	223858	10/17/19	FS2	\$ 39.95
010-531-207	115245	12/13/19	BENSON SYSTEMS	223859	10/17/19	SWWTP	\$ 32.95
010-531-207	115245	12/13/19	BENSON SYSTEMS	223860	10/17/19	AQUATICS FACILITY	\$ 72.90
010-531-207	115245	12/13/19	BENSON SYSTEMS	223861	10/17/19	COMMUNITY CENTER	\$ 72.90
010-531-207	115245	12/13/19	BENSON SYSTEMS	223862	10/17/19	SILVER KING	\$ 65.90
010-531-207	115245	12/13/19	BENSON SYSTEMS	223863	10/17/19	FITNESS CENTER	\$ 49.95

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010-531-207	115245	12/13/19	BENSON SYSTEMS	223864	10/17/19	MCFARLAND	\$ 34.95
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 FIRE STA 2	\$ 45.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 PARKS GROUND OFFICE	\$ 25.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 MCFARLAND	\$ 25.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 TOWN HALL	\$ 50.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 FIRE STA F1	\$ 25.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 IT OFFICES	\$ 25.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 PUBLIC WORKS	\$ 45.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 COMMUNITY DEV.	\$ 25.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 WWTPS	\$ 50.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 FITNES CENTER	\$ 35.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 SENIOR CENTER	\$ 35.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 PD	\$ 35.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 CEMETERY RESTROOM	\$ 10.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 AQUATIC CENTER	\$ 35.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 AQUATIC EQUIP	\$ 10.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 HIGH PROFILE RR	\$ 10.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 BRUNENKANT	\$ 25.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 JACQUES SQUARE RR	\$ 10.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 HERITAGE PARK RR	\$ 25.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 SILVERKING	\$ 25.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 PADILLA PARK	\$ 10.00
010-531-207	115219	12/05/19	UNITED EXTERMINATING	OCT/2019	10/31/19	OCT/19 LIBRARY/COM CENTER	\$ 80.00
010-531-207	115355	12/27/19	BENSON SYSTEMS	225350	11/17/19	Alarm System Monitoring for TOF Facilities-PD EVIDENCE	\$ 24.95
010-531-207	115355	12/27/19	BENSON SYSTEMS	225351	11/17/19	Alarm System Monitoring for TOF Facilities-TOWN HALL	\$ 74.90
010-531-207	115355	12/27/19	BENSON SYSTEMS	225352	11/17/19	Alarm System Monitoring for TOF Facilities-COMM. DEV.	\$ 35.95
010-531-207	115355	12/27/19	BENSON SYSTEMS	225353	11/17/19	Alarm System Monitoring for TOF Facilities-IT	\$ 44.95
010-531-207	115355	12/27/19	BENSON SYSTEMS	225354	11/17/19	Alarm System Monitoring for TOF Facilities-FS-2	\$ 39.95
010-531-207	115355	12/27/19	BENSON SYSTEMS	225355	11/17/19	Alarm System Monitoring for TOF Facilities-SWWTP	\$ 32.95
010-531-207	115355	12/27/19	BENSON SYSTEMS	225356	11/17/19	Alarm System Monitoring for TOF Facilities-AQUATICS FAC	\$ 72.90
010-531-207	115355	12/27/19	BENSON SYSTEMS	225357	11/17/19	Alarm System Monitoring for TOF Facilities-COMMUNITY CEN	\$ 72.90
010-531-207	115355	12/27/19	BENSON SYSTEMS	225358	11/17/19	Alarm System Monitoring for TOF Facilities-SILVER KING	\$ 65.90
010-531-207	115355	12/27/19	BENSON SYSTEMS	225359	11/17/19	Alarm System Monitoring for TOF Facilities-FITNESS CENTER	\$ 49.95
010-531-207	115355	12/27/19	BENSON SYSTEMS	225360	11/17/19	Alarm System Monitoring for TOF Facilities-MCFARLAND	\$ 34.95
010-531-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 27.82
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245093	11/05/19	SEAL TAPE	\$ 4.53
010-531-302	115366	12/27/19	HOME DEPOT CREDIT SERVICES	44452	11/19/19	Operating Supplies for Facilities Maint.	\$ 143.65
010-531-302	115261	12/13/19	GRAINGER INC.	9360975099	11/19/19	Operating Supplies for Facilities Maint.	\$ 88.70
010-531-302	115261	12/13/19	GRAINGER INC.	9360975107	11/19/19	Operating Supplies for Facilities Maint.	\$ 15.91
010-531-302	115261	12/13/19	GRAINGER INC.	9360975115	11/19/19	Operating Supplies for Facilities Maint.	\$ 345.48
010-531-302	115261	12/13/19	GRAINGER INC.	9360975115	11/19/19	ADDITIONAL AMOUNT OVER PO	\$ 143.11
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245314	11/20/19	WO 4422-FLEX SEALANT	\$ 15.87
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245343	11/21/19	WO 4422	\$ 4.23
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245359	11/22/19	WO 4194	\$ 15.92
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245364	11/22/19	WO 4194	\$ 3.01
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245387	11/25/19	WO 4422-FLEX SEALANT	\$ 12.69
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245483	12/03/19	Battery	\$ 16.36
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245492	12/03/19	WO 4220-TILE CAULK	\$ 12.69

GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245503	12/04/19	WO 4019-WIRE, NUTS, BOLTS, SCREWS	\$ 21.14
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245508	12/04/19	WO 4019-WIRE, NUTS, BOLTS, SCREWS	\$ 10.13
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245512	12/04/19	BATTERY	\$ 6.33
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245516	12/04/19	GASKETS	\$ 110.90
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245535	12/05/19	GASKETS	\$ 10.25
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245538	12/05/19	TOILET SEAT FOR PW	\$ 38.17
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245539	12/05/19	BIT, NUTS, BOLTS, SCREWS	\$ 12.56
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245540	12/05/19	CREDIT	\$ (6.74)
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245541	12/05/19	CLOSET SCREWS	\$ 3.48
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245561	12/06/19	TOILET SEAT FOR PW	\$ 1.07
010-531-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245599	12/09/19	BIT, NUTS, BOLTS, SCREWS	\$ 4.22
010-531-304	115357	12/27/19	BLANK CANVAS	18017-1	11/25/19	Uniform Shirts for Facilities Maint. staff	\$ 247.42
010-531-304	115358	12/27/19	C-A-L STORES COMPANIES INC.	2756/22	12/05/19	Uniform Allowance (boots, pants, shirts)	\$ 497.85
010-531-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-FAC MAINT	\$ 246.46
010-531-312	115299	12/20/19	AGS SAFETY & SUPPLY	7503359	11/12/19	Operating Supplies for PW/Facilities Maint.	\$ 24.93
010-531-315	115225	12/05/19	WAXIE SANITARY SUPPLY	78615666	10/08/19	Custodial supplies for Facilities Maintenance	\$ 3,529.55
010-531-315	115225	12/05/19	WAXIE SANITARY SUPPLY	78616820	10/08/19	Custodial supplies for Facilities Maintenance	\$ 159.88
010-531-315	115293	12/13/19	WAXIE SANITARY SUPPLY	78527090	10/11/19	Custodial supplies for Facilities Maintenance	\$ 429.95
010-531-315	115225	12/05/19	WAXIE SANITARY SUPPLY	78626996	10/11/19	Custodial supplies for Facilities Maintenance	\$ 41.37
010-531-315	115225	12/05/19	WAXIE SANITARY SUPPLY	78627090	10/11/19	Custodial supplies for Facilities Maintenance	\$ 429.95
010-531-315	115225	12/05/19	WAXIE SANITARY SUPPLY	78639126	10/17/19	Custodial supplies for Facilities Maintenance	\$ 117.02
010-531-315	115293	12/13/19	WAXIE SANITARY SUPPLY	78664305	10/29/19	Custodial supplies for Facilities Maintenance	\$ 628.77
010-531-315	115386	12/27/19	WAXIE SANITARY SUPPLY	78673075	11/01/19	Custodial supplies for Facilities Maintenance	\$ 263.82
010-531-315	115386	12/27/19	WAXIE SANITARY SUPPLY	78730310	11/26/19	Custodial supplies for Facilities Maintenance	\$ 2,069.72
010-531-315	115386	12/27/19	WAXIE SANITARY SUPPLY	78738005	12/03/19	Custodial supplies for Facilities Maintenance	\$ 8.63
010-531-315	115386	12/27/19	WAXIE SANITARY SUPPLY	78757322	12/10/19	Custodial supplies for Facilities Maintenance	\$ 15.91
010-531-316	115178	12/05/19	DH Pace Company Inc.	SVC/77376	11/05/19	Call-out services for Fac. Maint.	\$ 225.00
							\$ 12,607.69
GENERAL GOVERNMENT							
010-532-201	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-0236	\$ 56.20
010-532-201	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-7500 MAIN LINE	\$ 90.91
010-532-201	115309	12/20/19	CENTURYLINK	NOV/2019.2	11/28/19	868-0593 INTERNET LINE	\$ 114.89
010-532-201	115309	12/20/19	CENTURYLINK	NOV/2019.2	11/28/19	868-0238 AW/SR 9-1-1 LOCATOR	\$ 79.28
010-532-201	115309	12/20/19	CENTURYLINK	NOV/2019.2	11/28/19	868-0118 TRUNK LINE	\$ 544.31
010-532-201	115308	12/20/19	CENTURYLINK	1482037861	12/07/19	TOWN HALL MAIN LINE	\$ 180.96
010-532-206	115305	12/20/19	AZ MUNICIPAL RISK RETENTION-	40001519-12042019	12/04/19	COMMERCIAL PKG-200238-4 & EXPRESS POLICY	\$ 140,556.40
010-532-214	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-0705 SILVERKING ALARM	\$ 176.65
010-532-214	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-8933 291 S. BAILEY	\$ 145.48
010-532-214	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	440 N MAIN ST SILVER KING	\$ 91.73
010-532-214	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	440 N MAIN ST STE 101	\$ 90.20
010-532-214	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	440 N MAIN ST STE 202	\$ 39.48
010-532-214	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	440 N MAIN ST STE 201	\$ 65.77
010-532-214	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	440 N MAIN ST STE 102	\$ 58.10
010-532-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	775 N MAIN ST - TOWN HALL	\$ 1,200.07
010-532-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	291 N BAILEY ST	\$ 56.65
010-532-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	24 W RUGGLES ST / MCFARLAND	\$ 54.38
010-532-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	24 W. RUGGLES ST	\$ 168.55
010-532-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	600 N MAIN ST - IT	\$ 171.84

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010-532-314	115292	12/13/19	WATER SHED	400003463	11/13/19	BPO WEEKLY WATER/ICE TOWN HALL	\$ 25.35
010-532-314	115207	12/05/19	SHRED-IT USA	8128562347	11/15/19	BPO for monthly shredding service for Town Hall	\$ 34.00
010-532-314	115224	12/05/19	WATER SHED	400003498	11/20/19	BPO WEEKLY WATER/ICE TOWN HALL	\$ 19.75
010-532-314	115292	12/13/19	WATER SHED	400003522	11/25/19	BPO WEEKLY WATER/ICE TOWN HALL	\$ 22.31
010-532-314	115349	12/20/19	WATER SHED	400003584	12/09/19	BPO WEEKLY WATER/ICE TOWN HALL	\$ 19.84
010-532-314	115349	12/20/19	WATER SHED	400003634	12/18/19	BPO WEEKLY WATER/ICE TOWN HALL	\$ 19.84
010-532-410	115183	12/05/19	GLOBAL EQUIPMENT CO., INC.	115119348	11/02/19	Trash Cans for POWWOW Program	\$ 262.46
010-532-410	115183	12/05/19	GLOBAL EQUIPMENT CO., INC.	115119348	11/02/19	Traffic cones for POWWOW	\$ 47.14
010-532-410	115183	12/05/19	GLOBAL EQUIPMENT CO., INC.	115119348	11/02/19	Reflective Traffic Cones/Delineators for POWWOW Program	\$ 210.56
010-532-410	115200	12/05/19	PATRICIA BUCHANAN	POWWOW REIMB	11/22/19	Powwow supplies	\$ 18.64
010-532-410	115233	12/12/19	TERRI FRISBIE	005.1	11/26/19	Retirement cake for Chief Hughes	\$ 350.00
010-532-410	115347	12/20/19	WALMART COMMUNITY # 0005 7118	933800406424	12/04/19	Paper good supplies and Visa gift card for Chief Hughes retire	\$ 417.52
							\$ 145,389.26
CEMETERY							
010-533-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04118A 20190815		08/20/19	Inmate Labor - CEMTERY, MAIN ST., PINAL PKWY, ALLYS	\$ 44.00
010-533-317	115303	12/20/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04117A 20190926		10/02/19	Inmate Labor - Work Program	\$ 57.00
010-533-317	115166	12/05/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04116A 20191010		10/15/19	Inmate Labor - Work Program (116A-10/4/19)	\$ 30.00
010-533-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04116A 20191024		10/28/19	Inmate Labor - Work Program	\$ 88.00
010-533-317	115375	12/27/19	PINAL CO AIR QUALITY CONTROL	2019316A	11/20/19	Annual Burn Permit	\$ 250.00
010-533-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04117A 20191114		11/20/19	Inmate Labor - Work Program	\$ 23.00
010-533-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04116A 20191127		12/02/19	Inmate Labor - (CEMETARY, PINAL PKWY, ALLEYS)	\$ 16.00
							\$ 508.00
FLEET MAINTENANCE							
010-536-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 27.82
010-536-209	115254	12/13/19	Day Auto Supply Inc	789482	12/03/19	RETAINER CLIPS FOR ST-4	\$ 2.92
010-536-209	115254	12/13/19	Day Auto Supply Inc	789498	12/03/19	HOOD LIFT SUPPORT FOR ST-4	\$ 26.67
010-536-209	115254	12/13/19	Day Auto Supply Inc	789771	12/06/19	OIL & FILTER FOR ST-4	\$ 43.75
010-536-209	115349	12/20/19	WATER SHED	400003600	12/11/19	1 Gal distilled water for Fleet	\$ 11.65
010-536-302	115254	12/13/19	Day Auto Supply Inc	789615	12/04/19	SHOP TOWELS & BRAKLEEN	\$ 110.30
010-536-304	115367	12/27/19	Industrial Safety Shoe Company	1100-1204535	10/29/19	Uniform Boots for Fleet Supervisor	\$ 89.30
010-536-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL - FLEET	\$ 77.35
010-536-311	115254	12/13/19	Day Auto Supply Inc	789563	12/04/19	FLOOD LIGHT FOR SHOP	\$ 97.51
010-536-311	115254	12/13/19	Day Auto Supply Inc	789607	12/04/19	TIRE GAUGE FOR SHOP	\$ 4.93
							\$ 492.20
ECONOMIC DEVELOPMENT							
010-551-201	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-8030 MCFARLAND PARK ALARM	\$ 56.20
010-551-401	115184	12/05/19	GRANT PROFESSIONALS ASSOCIATION	EVANS/2020	10/23/19	Membership renewal and chapter dues	\$ 245.00
							\$ 301.20
PARKS							
011-522-217	115294	12/13/19	WESTLAND RESOURCES INC	48609019	11/14/19	HPTP & MOA for Poston Butte Preserve Expansion	\$ 2,321.11
011-522-217	115319	12/20/19	GREENPLAY LLC	6707	12/10/19	Parks and Recreation Comprehensive Plan	\$ 2,999.49
011-522-217	115350	12/20/19	WESTLAND RESOURCES INC	48609020	12/12/19	HPTP & MOA for Poston Butte Preserve Expansion - Change C	\$ 866.58
							\$ 6,187.18
PUBLIC WORKS /STREETS							
012-518-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	PUBLIC WORKS / STREETS	\$ 830.05
012-518-201	115310	12/20/19	COX BUSINESS	DEC/19	11/23/19	425 N PINAL ST - PD	\$ 6.28
012-518-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 172.17
012-518-206	115305	12/20/19	AZ MUNICIPAL RISK RETENTION-	40001519-12042019	12/04/19	COMMERCIAL PKG 200238-4 & EXPRESS POLICY	\$ 28,111.28

GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
012-518-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 107.49
012-518-211	115254	12/13/19	Day Auto Supply Inc	789159	11/27/19	DUST COVER FOR ST-59	\$ 5.12
012-518-211	115254	12/13/19	Day Auto Supply Inc	789338	12/02/19	AIR FILTER FOR SHOP AIR COMPRESSOR	\$ 5.06
012-518-211	115317	12/20/19	FORKLIFT EXCHANGE / FLASKA JCB	P00323	12/04/19	Parts for JCB	\$ 124.27
012-518-211	115317	12/20/19	FORKLIFT EXCHANGE / FLASKA JCB	P00348	12/05/19	Parts for JCB	\$ 56.96
012-518-214	115300	12/20/19	AJP ELECTRIC Inc.	11202019	11/20/19	ELECTRIC WORK PERFORMED HUNT HWY & MERRILL RANCH	\$ 8,286.00
012-518-214	115388	12/27/19	ZUMAR IND.	5428	11/26/19	Traffic Signs & Accessories for Streets	\$ 1,408.68
012-518-214	115388	12/27/19	ZUMAR IND.	5458	12/09/19	Traffic Signs & Accessories for Streets	\$ 161.83
012-518-215	115255	12/13/19	Electrical District No. 2	NOV/19 66606	12/02/19	DIVERSION DAM / HWY 79 & BOWLIN	\$ 267.63
012-518-215	115246	12/13/19	BIA	NOV/2019	12/03/19	723 N PINAL PKWY-TRAFFIC LIGHT	\$ 61.16
012-518-215	115246	12/13/19	BIA	NOV/2019	12/03/19	17 DD LTS @ FLO N FLO	\$ 233.75
012-518-215	115246	12/13/19	BIA	NOV/2019	12/03/19	HWY 79 FLORENCE GARDEN D-D LIGHTS (8)	\$ 110.00
012-518-215	115246	12/13/19	BIA	NOV/2019	12/03/19	HWY 87 & CAMPBELL	\$ 46.20
012-518-215	115246	12/13/19	BIA	NOV/2019	12/03/19	FLO GRDN 4DD LTS	\$ 61.60
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	NOV/19 60000	12/04/19	1206 MAIN ST STREET LTS	\$ 2,830.96
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	NOV/19 60000	12/04/19	KWH USAGE CREDIT	\$ (515.10)
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	201 N GRANITE ST.	\$ 38.83
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	SW COR MAIN & BUTTE TRLG SIG	\$ 53.88
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	460 N WARNER ST	\$ 11.45
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	444 N WARNER ST	\$ 467.15
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	4552 N HUNT HWY	\$ 141.76
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	2028 N HUNT HWY FIRE ST 2 TRAFF LT	\$ 100.85
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	PINAL PKWY	\$ 90.54
012-518-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	3180 N HUNT HWY	\$ 146.25
012-518-215	115313	12/20/19	Electrical District No. 2	NOV/19 66289	12/09/19	7158 W HUNT HWY SIGNAL LIGHT	\$ 42.99
012-518-215	115301	12/20/19	APS	NOV/19 AR0480006907	12/10/19	AR STREET LIGHT BILLING	\$ 3,406.91
012-518-215	115301	12/20/19	APS	NOV/19 AR0480006913	12/12/19	AR STREET LIGHT BILLING	\$ 3,341.19
012-518-217	115382	12/27/19	Tri-City Express Care LLC 935	7872888	11/06/19	DOT PHYSICAL FOR CDL RENEWAL - G. GARCIA	\$ 104.00
012-518-231	115190	12/05/19	KS STATEBANK	01.06.20	12/03/19	JAN/2020 AOT CONTRACT OBLIGATION	\$ 168.49
012-518-231	115326	12/20/19	KS STATEBANK	02.06.2020	12/13/19	FEB/2020 AOT CONTRACT OBLIGATION	\$ 168.49
012-518-302	115224	12/05/19	WATER SHED	400002779	09/11/19	Water & Ice PW STAFF	\$ 39.50
012-518-302	115224	12/05/19	WATER SHED	400002990	10/04/19	Water & ICE PW STAFF	\$ 49.37
012-518-302	115224	12/05/19	WATER SHED	400002733	10/17/19	Water & Ice for PW STAFF	\$ 60.47
012-518-302	115185	12/05/19	HOME DEPOT CREDIT SERVICES	9020474	10/21/19	Operating Supplies for Streets	\$ 276.23
012-518-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	244998	10/29/19	MINI BRUSH SET	\$ 4.23
012-518-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245122	11/06/19	GALV TEE, PLUG	\$ 48.47
012-518-302	115385	12/27/19	WATER SHED	400003437	11/06/19	Water & Ice for Streets & Utilities	\$ 29.62
012-518-302	115351	12/27/19	APD POWER CENTER INC.	238106	11/07/19	Operating Supplies for PW/Streets	\$ 36.68
012-518-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245133	11/07/19	BANNER POLE REPAIR; GALV CABLE, BOLT	\$ 57.35
012-518-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245144	11/07/19	BATTERIES	\$ 19.06
012-518-302	115351	12/27/19	APD POWER CENTER INC.	238161	11/08/19	CREDIT FROM INV 238106	\$ (36.68)
012-518-302	115351	12/27/19	APD POWER CENTER INC.	238162	11/08/19	Operating Supplies for PW/Streets	\$ 60.46
012-518-302	115364	12/27/19	GRAINGER INC.	9353085229	11/12/19	Operating Supplies for PW/Streets	\$ 72.76
012-518-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245217	11/13/19	ADHESIVE	\$ 17.46
012-518-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245231	11/14/19	BOLT SNAP	\$ 11.64
012-518-302	115292	12/13/19	WATER SHED	400003496	11/20/19	Water & Ice for Streets & Utilities	\$ 29.62
012-518-302	115385	12/27/19	WATER SHED	400003521	11/25/19	Water & Ice for Streets & Utilities	\$ 24.68
012-518-302	115385	12/27/19	WATER SHED	400003546	12/02/19	Water & Ice for Streets & Utilities	\$ 24.68

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012-518-302	115177	12/05/19	Day Auto Supply Inc	789468	12/03/19	PRE-MIX	\$ 35.82
012-518-302	115177	12/05/19	Day Auto Supply Inc	789528	12/03/19	SETS, CHAIN	\$ 224.74
012-518-302	115258	12/13/19	FLORENCE TRUE VALUE HARDWARE	245551	12/05/19	CUT KEY, PADLOCK	\$ 31.62
012-518-302	115385	12/27/19	WATER SHED	400003582	12/09/19	Water & Ice for Streets & Utilities	\$ 19.75
012-518-302	115363	12/27/19	Espinoza's Landscape & Nursery LLC	331091	12/12/19	Rock needed for PW Streets	\$ 80.40
012-518-302	115363	12/27/19	Espinoza's Landscape & Nursery LLC	331092	12/13/19	Rock needed for PW Streets	\$ 241.20
012-518-302	115363	12/27/19	Espinoza's Landscape & Nursery LLC	331097	12/13/19	Rock needed for PW Streets	\$ 241.20
012-518-304	115189	12/05/19	JOHN PITTS C. JR.	56292	11/23/19	PITTS UNIFORM ALLOWANCE	\$ 334.67
012-518-304	115371	12/27/19	LUIS CASILLAS	50123656	12/18/19	Uniform Allowance (boots, pants, shirts)	\$ 158.00
012-518-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL - HURF	\$ 2,599.29
012-518-312	115163	12/05/19	AGS SAFETY & SUPPLY	7479016	08/21/19	First Aid Supplies - SAFETY GLASSES	\$ 154.50
012-518-312	115299	12/20/19	AGS SAFETY & SUPPLY	7503359	11/12/19	Operating Supplies for PW/Streets	\$ 74.79
012-518-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04118A 20190815		08/20/19	Inmate Labor - Streets	\$ 32.00
012-518-317	115303	12/20/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04117A 20190926		10/02/19	Inmate Labor - Work Program	\$ 19.00
012-518-317	115166	12/05/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04116A 20191010		10/15/19	CEMETERY, MAIN ST., ALLEYS	\$ 30.00
012-518-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04116A 20191024		10/28/19	Inmate Labor - Streets	\$ 8.00
012-518-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04116A 20191030		11/01/19	Inmate Labor - Streets	\$ 48.00
012-518-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04117A 20191114		11/20/19	Inmate Labor - Streets	\$ 9.00
012-518-317	115352	12/27/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ A04116A 20191127		12/02/19	Inmate Labor - Streets	\$ 24.00
012-518-322	115250	12/13/19	CRAFCO INC	9402150472	10/21/19	Crack sealant needed for street repairs	\$ 7,613.40
							\$ 63,459.15
ENGINEERING							
012-535-322	115282	12/13/19	Regional Pavement Maintenance of Az Inc	195223-FELIX3	08/26/19	T-69 Pavement Preservation Project-3. Felix road improv #3 r	\$ 25,376.12
012-535-322	115282	12/13/19	Regional Pavement Maintenance of Az Inc	195224-AZ FARMS	08/26/19	T-69 Pavement Preservation Project-1. Arizona farms overlay	\$ 43,694.51
012-535-322	115282	12/13/19	Regional Pavement Maintenance of Az Inc	195226-FELIX2	08/26/19	T-69 Pavement Preservation Project-2. Felix road improv #2 r	\$ 10,487.07
012-535-322	115248	12/13/19	CACTUS TRANSPORT INC.	71950505	10/08/19	T-69 Pavement Preservation	\$ 19,933.45
							\$ 99,491.15
FLEET SERVICES							
012-536-209	115254	12/13/19	Day Auto Supply Inc	789482	12/03/19	RETAINER CLIPS FOR ST-4	\$ 2.24
012-536-209	115254	12/13/19	Day Auto Supply Inc	789498	12/03/19	HOOD LIFT SUPPORT FOR ST-4	\$ 20.43
012-536-209	115254	12/13/19	Day Auto Supply Inc	789771	12/06/19	OIL & FILTERS FOR ST-4	\$ 33.52
012-536-209	115349	12/20/19	WATER SHED	400003600	12/11/19	1 Gal distilled water for Fleet	\$ 8.93
012-536-302	115254	12/13/19	Day Auto Supply Inc	789615	12/04/19	SHOP TOWELS & BRAKLEEN	\$ 84.49
012-536-304	115367	12/27/19	Industrial Safety Shoe Company	1100-1204535	10/29/19	(David Hills)	\$ 68.40
012-536-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-FLEET	\$ 59.25
012-536-311	115254	12/13/19	Day Auto Supply Inc	789563	12/04/19	FLOOD LIGHT FOR SHOP	\$ 74.69
012-536-311	115254	12/13/19	Day Auto Supply Inc	789607	12/04/19	TIRE GAUGE FOR SHOP	\$ 3.77
							\$ 355.72
COMMUNITY DEVELOPMENT							
019-506-217	115372	12/27/19	MCCLURE CONSULTING LLC	12-2	12/20/19	40% Progress Billing	\$ 8,000.00
LIABILITIES							
051-219-000	115234	12/12/19	2ND TEMP	10701401	12/09/19	Water Deposit Refund	\$ 62.95
051-219-000	115231	12/12/19	2ND TEMP	423114	12/09/19	Water Deposit Refund	\$ 70.40
051-219-000	115235	12/12/19	2ND TEMP	11200457	12/10/19	Water Deposit Refund	\$ 84.84
051-219-100	115232	12/12/19	2ND TEMP	3543	12/11/19	HYDRANT WATER DEPOSIT REFUND	\$ 569.64
							\$ 787.83

GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
FLORENCE WATER							
051-574-201	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-0246 WATER ALARM	\$ 180.19
051-574-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	WASTE WATER/WATER 50% SPLIT	\$ 454.54
051-574-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 7.92
051-574-206	115305	12/20/19	AZ MUNICIPAL RISK RETENTION-	40001519-12042019	12/04/19	COMMERCIAL PKG 200238-4 & EXPRESS POLICY	\$ 33,733.53
051-574-207	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	SERVICE CONTRACT	\$ 164.33
051-574-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 97.37
051-574-207	115307	12/20/19	CASA GRANDE COURIER INC.	1497	12/02/19	NOVEMBER 2019 WATER SAMPLE COURIER	\$ 396.00
051-574-209	115254	12/13/19	Day Auto Supply Inc	789482	12/03/19	RETAINER CLIPS FOR ST-4	\$ 0.37
051-574-209	115254	12/13/19	Day Auto Supply Inc	789498	12/03/19	HOOD LIFT SUPPORT FOR ST-4	\$ 3.41
051-574-209	115254	12/13/19	Day Auto Supply Inc	789771	12/06/19	OIL & FILTERS FOR ST-4	\$ 5.59
051-574-209	115349	12/20/19	WATER SHED	400003600	12/11/19	1 Gal distilled water for Fleet	\$ 1.49
051-574-215	115246	12/13/19	BIA	NOV/2019	12/03/19	IOWA MTR @ WTR TANK ON HILL	\$ 2,062.83
051-574-215	115246	12/13/19	BIA	NOV/2019	12/03/19	455 HWY 79 WELL 1 W/O RVBTMM	\$ 2,343.72
051-574-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	565 S. QUARTZ ST WELL 5	\$ 2,095.11
051-574-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	425 3 RUGGLES ST 50%	\$ 3,083.50
051-574-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	425 E. RUGGLES ST	\$ 392.52
051-574-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	425 E. RUGGLES ST REAR	\$ 66.19
051-574-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	425 E RUGGLES ST REAR	\$ 511.23
051-574-217	115318	12/20/19	Geuther Electrical LLC	3656	10/01/19	ELECTRICAL PROFESSIONAL SERVICES	\$ 450.90
051-574-217	115341	12/20/19	Rottweiler Controls LLC	2019-1015	12/03/19	BLANKET: SCADA ON-CALL - WATER	\$ 962.69
051-574-301	115208	12/05/19	Staples Business Advantage	7301002427	10/03/19	Office Supplies	\$ 106.72
051-574-301	115208	12/05/19	Staples Business Advantage	7301639329	10/31/19	Office Supplies	\$ 106.16
051-574-302	115176	12/05/19	COOLIDGE ENGINE & PUMP L.L.C.	8353	08/28/19	RODEO WELL - DELUXE CONTROL BOX	\$ 560.91
051-574-302	115224	12/05/19	WATER SHED	400002779	09/11/19	Water & ICE PW STAFF	\$ 13.16
051-574-302	115224	12/05/19	WATER SHED	400002990	10/04/19	Water & Ice for PW STAFF	\$ 16.45
051-574-302	115224	12/05/19	WATER SHED	400002733	10/17/19	Water & Ice for PW STAFF	\$ 20.16
051-574-302	115385	12/27/19	WATER SHED	400003437	11/06/19		\$ 9.87
051-574-302	115181	12/05/19	FERGUSON ENTERPRISES LLC	0373655	11/12/19	STOCK BRASS MATERIAL	\$ 9,293.16
051-574-302	115181	12/05/19	FERGUSON ENTERPRISES LLC	0376141	11/20/19	SERVICE BRASS	\$ 5,046.45
051-574-302	115292	12/13/19	WATER SHED	400003496	11/20/19	RUGGLES	\$ 9.87
051-574-302	115181	12/05/19	FERGUSON ENTERPRISES LLC	0377091	11/21/19	SADDLES	\$ 670.57
051-574-302	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	245396	11/25/19	9.3.2019 WATER OPERATING SUPPLIES	\$ 16.90
051-574-302	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	245398	11/25/19	9.3.2019 WATER OPERATING SUPPLIES	\$ 9.74
051-574-302	115385	12/27/19	WATER SHED	400003521	11/25/19		\$ 8.23
051-574-302	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	245415	11/26/19	9.3.2019 WATER OPERATING SUPPLIES	\$ 10.58
051-574-302	115385	12/27/19	WATER SHED	400003546	12/02/19		\$ 8.23
051-574-302	115254	12/13/19	Day Auto Supply Inc	789615	12/04/19	SHOP TOWELS & BRAKLEEN	\$ 14.08
051-574-302	115385	12/27/19	WATER SHED	400003582	12/09/19		\$ 6.58
051-574-304	115367	12/27/19	Industrial Safety Shoe Company	1100-1204535	10/29/19		\$ 11.40
051-574-304	115315	12/20/19	ENEMUEL MURILLO	484070	12/07/19	PANTS UNIFORM ALLOWANCE - E MURILLO	\$ 38.16
051-574-304	115315	12/20/19	ENEMUEL MURILLO	484070	12/07/19	BOOT ALLOWANCE - E MURILLO	\$ 175.00
051-574-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-WATER	\$ 631.59
051-574-311	115254	12/13/19	Day Auto Supply Inc	789563	12/04/19	FLOOD LIGHT FOR SHOP	\$ 12.45
051-574-311	115254	12/13/19	Day Auto Supply Inc	789607	12/04/19	TIRE GAUGE FOR SHOP	\$ 0.63
051-574-406	115359	12/27/19	CENTRAL AZ GROUNDWATER DIST.	73855	12/20/19	Water fee pre-payment Feb 2020	\$ 35,271.11
051-574-409	115173	12/05/19	CENTRAL AZ GROUNDWATER DIST.	73623	11/20/19	Water M&I subcontract JAN 2020	\$ 35,271.11
051-574-507	115161	12/02/19	ELLISON-MILLS CONTRACTING LLC	1590-3	10/31/19	CIP WU-83 PHASE 3B - AND CDBG	\$ 23,305.42

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051-574-507	115161	12/02/19	ELLISON-MILLS CONTRACTING LLC	1590-RET	10/31/19	CIP WU-83-DOWNTOWN 12 LOOP - PHASE 3B CDBG"	\$ 23,857.71
							\$ 181,515.83
CAPITAL OUTLAY							
051-581-507	115176	12/05/19	COOLIDGE ENGINE & PUMP L.L.C.	8429	11/21/19	DEEP WELL REPAIR & MAINTENANCE	\$ 23,396.92
051-581-507	115356	12/27/19	BESST INC.	COFL12/4/19	12/04/19	CIP WU-88 WELL #5 SPINNER LOG	\$ 19,987.50
							\$ 43,384.42
SEWER OPERATIONS - SOUTH PLANT							
052-575-201	115174	12/05/19	CENTURYLINK	NOV/2019	11/16/19	868-2394 WASTE WATER	\$ 60.88
052-575-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	WASTE WATER/WATER 50% SPLIT	\$ 454.54
052-575-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 10.12
052-575-206	115305	12/20/19	AZ MUNICIPAL RISK RETENTION-	40001519-12042019	12/04/19	COMMERCIAL PKG 200238-4 & EXPRESS POLICY	\$ 29,985.36
052-575-207	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	SERVICE CONTRACT	\$ 164.33
052-575-207	115307	12/20/19	CASA GRANDE COURIER INC.	1497	12/02/19	NOVEMBER 2019 SWWTP WATER SAMPLE COURIER	\$ 1,222.40
052-575-208	115254	12/13/19	Day Auto Supply Inc	789474	12/03/19	BATTERIES FOR SWWTP GENERATOR	\$ 813.76
052-575-209	115254	12/13/19	Day Auto Supply Inc	789482	12/03/19	RETAINER CLIPS FOR ST-4	\$ 0.62
052-575-209	115254	12/13/19	Day Auto Supply Inc	789498	12/03/19	HOOD LIFT SUPPORT FOR ST-4	\$ 5.68
052-575-209	115254	12/13/19	Day Auto Supply Inc	789771	12/06/19	OIL & FILTERS FOR ST-4	\$ 9.31
052-575-209	115349	12/20/19	WATER SHED	400003600	12/11/19	1 Gal distilled water for Fleet	\$ 2.48
052-575-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	425 E. RUGGLES ST 50%	\$ 3,083.50
052-575-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	8742601000 NOV/19	12/05/19	100 S PLANT RD	\$ 11,231.77
052-575-217	115318	12/20/19	Geuther Electrical LLC	3701	11/04/19	ELECTRICAL PROFESSIONAL SERVICES	\$ 678.82
052-575-217	115318	12/20/19	Geuther Electrical LLC	3721	11/12/19	ELECTRICAL PROFESSIONAL SERVICES	\$ 240.00
052-575-217	115318	12/20/19	Geuther Electrical LLC	3724	11/22/19	ELECTRICAL PROFESSIONAL SERVICES	\$ 2,477.00
052-575-217	115318	12/20/19	Geuther Electrical LLC	3725	11/22/19	ELECTRICAL PROFESSIONAL SERVICES	\$ 320.00
052-575-217	115360	12/27/19	D2 Surveying	1765	11/26/19	MANHOLE INVENTORY	\$ 12,074.50
052-575-217	115314	12/20/19	ELLISON-MILLS CONTRACTING LLC	1625-1	12/09/19	TASK 1 - MANHOLE REHABILITATION SWWTP	\$ 11,042.65
052-575-217	115362	12/27/19	ELLISON-MILLS CONTRACTING LLC	1625-RET	12/13/19	TASK 1 - MANHOLE REHABILITATION SWWTP	\$ 581.19
052-575-217	115362	12/27/19	ELLISON-MILLS CONTRACTING LLC	1626	12/13/19	SWWTP GOOSENECK PIPING	\$ 10,298.92
052-575-301	115208	12/05/19	Staples Business Advantage	7301002427	10/03/19	Office Supplies	\$ 106.72
052-575-301	115208	12/05/19	Staples Business Advantage	7301639329	10/31/19	Office Supplies	\$ 106.15
052-575-302	115199	12/05/19	Pac Tec, Inc.	0134040-IN	11/18/19	TRANSLINERS FOR BELT PRESS	\$ 2,015.24
052-575-302	115254	12/13/19	Day Auto Supply Inc	789615	12/04/19	SHOP TOWELS & BRAKLEEN	\$ 23.47
052-575-302	115385	12/27/19	WATER SHED	400003564	12/05/19		\$ 12.40
052-575-302	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	245624	12/10/19	BLANKET: SWWTP OPERATING SUPPLIES	\$ 78.36
052-575-304	115367	12/27/19	Industrial Safety Shoe Company	I100-1204535	10/29/19		\$ 19.00
052-575-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL S. SEWER	\$ 120.79
052-575-310	115320	12/20/19	HILL BROTHERS CHEMICAL CO.	50918177	01/18/19	BLANKET: SWWTP CHEMICALS	\$ 2,228.35
052-575-311	115254	12/13/19	Day Auto Supply Inc	789563	12/04/19	FLOOD LIGHT FOR SHOP	\$ 20.75
052-575-311	115254	12/13/19	Day Auto Supply Inc	789607	12/04/19	TIRE GAUGE FOR SHOP	\$ 1.05
052-575-320	115161	12/02/19	ELLISON-MILLS CONTRACTING LLC	1599-2	10/14/19	MANHOLE REHAB PROJECT	\$ 107,198.06
052-575-320	115161	12/02/19	ELLISON-MILLS CONTRACTING LLC	1599-3 RET	10/14/19	MANHOLE REHABILITATION	\$ 15,321.13
							\$ 212,009.30
SEWER OPERATIONS - NORTH PLANT							
052-576-201	115309	12/20/19	CENTURYLINK	NOV/2019.2	11/28/19	868-8356 WATER WORKS ALARM	\$ 115.46
052-576-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 55.64
052-576-207	115307	12/20/19	CASA GRANDE COURIER INC.	1497	12/02/19	NOVEMBER 2019 NWWTP WATER SAMPLE COURIER	\$ 305.60
052-576-215	115246	12/13/19	BIA	NOV/2019	12/03/19	HWY 79 WASTE WATER PLANT W/SD OF INS	\$ 2,990.20
052-576-217	115318	12/20/19	Geuther Electrical LLC	3725	11/22/19	Blower 3-battery	\$ 320.00

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052-576-302	115316	12/20/19	FLORENCE TRUE VALUE HARDWARE	245548	12/05/19	BLANKET: NWWTP OPERATING SUPPLIES	\$ 27.77
052-576-302	115385	12/27/19	WATER SHED	400003564	12/05/19		\$ 12.40
052-576-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-N. SEWER	\$ 336.30
052-576-316	115161	12/02/19	ELLISON-MILLS CONTRACTING LLC	1599-2-0	10/14/19	NORTH PLANT CLARIFIER	\$ 25,716.48
052-576-316	115161	12/02/19	ELLISON-MILLS CONTRACTING LLC	1599-E RET-0	10/14/19	NORTH PLANT CLARIFIER - RET	\$ 6,767.50
							\$ 36,647.35
LIABILITIES							
053-219-000	115193	12/05/19	2ND TEMP	735990	12/03/19	Refund SANITATION DEPOSIT	\$ 33.67
053-219-000	115289	12/13/19	2ND TEMP	700061	12/11/19	Refund SANITATION DEPOSIT	\$ 33.67
053-219-000	115252	12/13/19	2ND TEMP	705093	12/11/19	Refund SANITATION DEPOSIT	\$ 33.67
053-219-000	115281	12/13/19	2ND TEMP	707442	12/11/19	Refund SANITATION DEPOSIT	\$ 42.33
053-219-000	115249	12/13/19	2ND TEMP	709333	12/11/19	Refund SANITATION DEPOSIT	\$ 33.66
053-219-000	115268	12/13/19	2ND TEMP	715531	12/11/19	Refund SANITATION DEPOSIT	\$ 33.67
053-219-000	115325	12/20/19	2ND TEMP	709643	12/12/19	Refund SANITATION DEPOSIT	\$ 42.33
053-219-000	115329	12/20/19	2ND TEMP	707423	12/13/19	Refund SANITATION DEPOSIT	\$ 33.67
053-219-000	115328	12/20/19	2ND TEMP	717391	12/13/19	Refund SANITATION DEPOSIT	\$ 7.67
							\$ 294.34
SANITATION OPERATIONS							
053-571-201	115222	12/05/19	Verizon Wireless	NOV/2019	11/21/19	SANITATION PHONE	\$ 55.18
053-571-203	115240	12/13/19	Arizona Office of Technology	IN622539	09/27/19	REPRODUCTION/PRINTING	\$ 22.68
053-571-206	115305	12/20/19	AZ MUNICIPAL RISK RETENTION-	40001519-12042019	12/04/19	COMMERCIAL PKG 200238-4 & EXPRESS POLICY	\$ 9,370.43
053-571-207	115216	12/05/19	T-MOBILE USA INC.	NOV/2019 GPS	11/21/19	NOVEMBER 2019 GPS	\$ 27.85
053-571-209	115254	12/13/19	Day Auto Supply Inc	789482	12/03/19	RETAINER CLIPS FOR ST-4	\$ 0.06
053-571-209	115254	12/13/19	Day Auto Supply Inc	789498	12/03/19	HOOD LIFT SUPPORT FOR ST-4	\$ 0.57
053-571-209	115254	12/13/19	Day Auto Supply Inc	789771	12/06/19	OIL & FILTERS FOR ST-4	\$ 0.93
053-571-209	115349	12/20/19	WATER SHED	400003600	12/11/19	1 Gal distilled water for Fleet	\$ 0.25
053-571-209	115312	12/20/19	DRAKE EQUIPMENT OF ARIZONA	45175	12/11/19	Bed cover arms for SA-8	\$ 435.07
053-571-217	115285	12/13/19	RIGHT AWAY DISPOSAL LLC	2837993	12/01/19	DECEMBER RESIDENTIAL BILLING	\$ 62,324.38
053-571-230	115384	12/27/19	WASTE MANAGEMENT OF ARIZONA	0000064-4767-6	12/02/19	Bulk trash pickup charges for TOF-customer #22-36609-2300	\$ 1,770.66
053-571-230	115348	12/20/19	WASTE MANAGEMENT OF ARIZONA	0007256-0563-8	12/02/19	RESIDENTIAL-CUST ID 20-76518-23009	\$ 1,729.35
053-571-302	115254	12/13/19	Day Auto Supply Inc	789615	12/04/19	SHOP TOWELS & BRAKLEEN	\$ 2.35
053-571-304	115367	12/27/19	Industrial Safety Shoe Company	1100-1204535	10/29/19		\$ 1.90
053-571-306	115226	12/05/19	WEX BANK	62600003	11/30/19	NOV FUEL-SANITATION	\$ 134.51
053-571-311	115254	12/13/19	Day Auto Supply Inc	789563	12/04/19	FLOOD LIGHT FOR SHOP	\$ 2.07
053-571-311	115254	12/13/19	Day Auto Supply Inc	789607	12/04/19	TIRE GAUGE FOR SHOP	\$ 0.10
							\$ 75,878.34
ANTHEM SLID #1							
300-506-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	NOV/19 SLIDS	12/04/19	SLID 1	\$ 2,420.12
300-506-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	NOV/19 SLIDS	12/04/19	KWH USAGE CREDIT	\$ (430.09)
							\$ 1,990.03
ANTHEM SLID #2							
301-506-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	NOV/19 SLIDS	12/04/19	SLID 2	\$ 2,450.75
301-506-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	NOV/19 SLIDS	12/04/19	KWH USAGE CREDIT	\$ (429.22)
							\$ 2,021.53
ANTHEM SLID #3							
302-506-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	NOV/19 SLIDS	12/04/19	SLID 3	\$ 2,192.46
302-506-215	115241	12/13/19	ARIZONA PUBLIC SERVICE	NOV/19 SLIDS	12/04/19	KWH USAGE CREDIT	\$ (399.12)
							\$ 1,793.34

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IMPOUND EXPENSES							
566-511-408	115194	12/05/19	MHQ OF ARIZONA	112082	09/26/19	Install/labor for mdc's	\$ 296.22
CFD #1 - MERRILL RANCH-ADMIN							
957-506-217	115227	12/05/19	WILLDAN FINANCIAL SERVICES	107392	11/15/19	CONTINUING DISCLOSURE SERVICES	\$ 600.00
957-506-217	115182	12/05/19	FESTER & CHAPMAN PLLC	13604	11/30/19	ANNUAL AUDIT	\$ 4,750.00
957-506-217	115387	12/27/19	WILLDAN FINANCIAL SERVICES	010-43254	12/10/19	Professional Services	\$ 1,700.00
957-506-217	115387	12/27/19	WILLDAN FINANCIAL SERVICES	010-43254	12/10/19	Professional Services	\$ 1,700.00
							\$ 8,750.00
CFD #2 - MERRILL RANCH-ADMIN							
958-506-217	115227	12/05/19	WILLDAN FINANCIAL SERVICES	107392	11/15/19	CONTINUING DISCLOSURE SERVICES	\$ 1,000.00
958-506-217	115180	12/05/19	EPS GROUP INC	16-417-22	11/25/19	REVIEW FOR ASSESSMENT AREA 9, UNITS 5 & 7	\$ 375.00
958-506-217	115182	12/05/19	FESTER & CHAPMAN PLLC	13604	11/30/19	ANNUAL AUDIT	\$ 4,750.00
958-506-217	115387	12/27/19	WILLDAN FINANCIAL SERVICES	010-43254	12/10/19	Professional Services	\$ 1,700.00
958-506-217	115210	12/05/19	STIFEL NICOLAUS & CO	AZ1912MR02	12/19/19	CUSIP FEE - GO SERIES 2019	\$ 187.00
							\$ 8,012.00
GRAND TOTAL							\$ 1,076,425.59



TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 8a.

MEETING DATE: February 3, 2020

DEPARTMENT: Administration

STAFF PRESENTER: Clifford L. Mattice, Town Attorney

SUBJECT: Ordinance No. 687-20: Ordinance

- 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:

Adoption of Ordinance No. 687-20: AN ORDINANCE OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, AMENDING 30.45 ENTITLED ACTION TAKEN BY ORDINANCE.

BACKGROUND/DISCUSSION:

An ordinance is a local law of a city or town. It is formally defined as a local law of a municipal corporation, duly enacted by the proper authorities, prescribing general, uniform and permanent rules of conduct relating to the corporate affairs of the municipality.

Ordinances are general or special depending upon their subject matter. General ordinances impose certain restrictions upon the community and upon the administration of the municipal government. General ordinances amend, repeal or add to the city/town code. An example of a general ordinance is a dog leash law. This general ordinance would affect everyone in the community.

Special ordinances are specific to a property, person or corporation and are not usually placed in the Town Code. An example of a special ordinance is the annexation or rezoning of a particular piece of property. In this case, the ordinance affects only the specific piece of property, not the entire community.

Ordinances may be legislative or administrative although the difference between the two may be difficult to discern in some cases. Administrative ordinances are exempt from some of the requirements usually applied to ordinances such as the 30-day delay in the effective date and being subject to a referendum. Administrative ordinances may carry

out previously adopted legislative policy or may be one-time events rather than permanent enactments. An example of an administrative ordinance is an ordinance issuing previously approved bonds.

Ordinances are required in the following examples:

- Any regulation involving persons or property which imposes a penalty, fine, forfeiture or other punishment for its violation.
- Any action of the city or town council when the charter or state law expressly requires an ordinance.
- Any action of the city or town council when amending, repealing or adding to another ordinance.

Ordinances adopted are published for two consecutive weeks in a local newspaper.

The following modifies the process of adopting ordinances and resolutions for the Town of Florence. The new procedure is statutorily correct. This is a housekeeping item.

Action Taken by Ordinance

The ordinance sets standards for when an ordinance is required. It specifies that ordinances will be required under the following conditions:

1. Adopting or amending Town Code
2. Establishing, altering, or abolishing a Town department or office
3. Establishes fines, penalties for not complying with rules or regulations
4. Levying any tax or assessment
5. Selling ~~or leasing~~ Town real property

The first reading of this ordinance was held on January 21, 2020.

A VOTE OF NO WOULD MEAN:

Each time the Town leased its real property an ordinance would be published in the local paper for two consecutive weeks.

A VOTE OF YES WOULD MEAN:

Property leases would not require an ordinance.

FINANCIAL IMPACT:

The cost of publishing ordinances and codifying the Code is directly tied to the number of ordinances adopted each year that require publishing, codification or recording. It is suggested that ordinances be adopted with Exhibits, that will be advertised on file with the Town Clerk.

ATTACHMENTS:

Ordinance No. 687-20

ORDINANCE NO. 687-20

AN ORDINANCE OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, AMENDING 30.45 ENTITLED ACTION TAKEN BY ORDINANCE.

WHEREAS, it has been brought to the attention of the Council of the Town of Florence, Arizona, that the current method of handling ordinances requires modification and clarification.

NOW, THEREFORE, BE IT ORDAINED that Sections 30.45 of the Code of the Town of Florence shall read as follows:

§ 30.45 ACTION TAKEN BY ORDINANCE.

In addition to other acts required by law or by specific provision in the Code of Ordinances of the Town of Florence, those acts of the Town shall be by ordinance which:

- a. Adopt, amend, or repeal another ordinance or Town Code or establish, alter or abolish any Town department, office or agency.
- b. Provide for a fine or penalty or establish rules or regulations for violation of which a fine or other penalty is imposed.
- c. Levy any tax or assessment.
- d. Sell ~~or lease~~ real public property.

NOW, THEREFORE BE IT FURTHER ORDAINED by the Mayor and Council of the Town of Florence, Arizona, that Section 30.45 of the Town Code as set forth herein shall continue in full force and effect until further action of the Council.

PASSED AND ADOPTED by the Mayor and Council of the Town of Florence, Arizona, this 3rd day of February 2020.

Tara Walter, Mayor

ATTEST:

APPROVED AS TO FORM:

Lisa Garcia, Town Clerk

Clifford L. Mattice, Town Attorney

Publication of notices and ordinances

A. Notices of election, invitations for bids, notices of letting contracts, laws and ordinances, and other notices of a public character issued by authority of the governing body of any city or town, shall be published as provided by section 39-204.

B. In cases of laws or ordinances enacted on behalf of a private person, he shall pay the expense of publication, and may designate the newspaper.

39-204. Publication of notice; time; place

A. When publication of a notice in a newspaper is directed or authorized by law, it shall be in a newspaper of general circulation printed in English.

B. If the number of times the notice is to be published is not specified, publication shall be:

1. If in a weekly newspaper, once each week for two consecutive weeks.
2. If in a daily newspaper, four consecutive times.

C. If the place of publication of the notice is not specified, publication shall be:

1. If by a state officer, board, or commission, in a newspaper printed and published within the county where the state capital is located.
2. If by a county officer, board, or commission, or by any person in a county, in a newspaper printed and published within such county. If no such newspaper is printed and published within the county, publication may be made in a newspaper of general circulation in the county which is printed in an adjoining county.
3. If by a district, city or town officer, board, or commission, or by any person in a district, city or town, in a newspaper printed and published within the territorial limits thereof. If no such newspaper is printed and published within the limits thereof, publication may be made in a newspaper printed and published in the county in which the district, city or town is located.

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 9a.
MEETING DATE: February 3, 2020 DEPARTMENT: Community Development STAFF PRESENTER: Larry C. Harmer, Director SUBJECT: Resolution No. 1731-20 Support of pending legislation regarding absentee landlords of vacant and abandoned buildings		<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
STRATEGIC PLAN REFERENCE: <input checked="" type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Property <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:

Motion to adopt Resolution No. 1731-20: A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY ARIZONA, SUPPORTING PENDING LEGISLATION REGARDING ABSENTEE LANDLORDS OF VACANT AND ABANDONED BUILDINGS; AND AUTHORIZING EXECUTION BY THE MAYOR OF SUPPORTING DOCUMENTS.

BACKGROUND/DISCUSSION:

Early in 2019, Town staff began to enhance code compliance activities throughout the Town, but, especially in the Old Town Florence area. One of the most vexing issues faced in the Old Town is vacant and abandoned buildings owned by absentee property owners. While registered letters noting violations were routinely mailed, many were returned unclaimed or were signed for but with no response to the Town’s Code Compliance Officer. Numerous attempts of follow-up were made but, again, with limited results. Staff began researching other alternatives that communities, who have been dealing with similar situations, have used.

Staff found that in other states, legislation existed that requires owners of vacant and abandoned buildings to register the buildings with the local jurisdiction. In addition, these owners would be required to make certain minimal improvements to stabilize the structures and actively pursue rehabilitation to make the buildings safe and viable for reuse. Staff began pursuing such an option for the Town by initiating a draft of an ordinance that places similar requirements in effect for properties within the Town.

Unfortunately, there is currently no enabling legislation in Arizona to support such an ordinance.

While making presentations at the June 2019 Historic Preservation Conference and at the 2019 Rural Policy Forum, staff introduced this concept to other practitioners with positive results. With Town staff's input, the Arizona League of Cities and Towns has drafted legislation to be introduced at the upcoming legislative session that will specifically address this issue.

The resolution before you tonight would be to support House Bill 2705 (sponsored by Rep. TJ Shope). Staff would use the resolution to show support at the Capitol and provide copies to appropriate legislators. Staff is also prepared to provide testimony in committee meetings for the bill.

A VOTE OF NO WOULD MEAN:

That the Town Council would not take a position on the pending legislation.

A VOTE OF YES WOULD MEAN:

The Resolution of support is adopted and will be forwarded to legislators for their consideration as part of this legislation.

FINANCIAL IMPACT:

Passage of this legislation would provide the Town of Florence an additional tool to address vacant and abandoned building within the community and aid in the revitalization of Historic Old Town Florence. There is no immediate financial impact for adopting this resolution beyond committing staff time to the support of House Bill (number not yet assigned).

ATTACHMENTS:

Resolution No. 1731-20
Promotional Information and Draft Legislation

RESOLUTION NO. 1731-20

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY ARIZONA, SUPPORTING PENDING LEGISLATION REGARDING ABSENTEE LANDLORDS OF VACANT AND ABANDONED BUILDINGS; AND AUTHORIZING EXECUTION BY THE MAYOR OF SUPPORTING DOCUMENTS.

WHEREAS, the Town of Florence regularly deals with complaints regarding deteriorating vacant and abandoned buildings in and around its downtown; and

WHEREAS, a large percentage of these buildings are owned by owners who are not residents of the Town (otherwise referred to as 'absentee owners'); and

WHEREAS, these buildings are often dangerous and susceptible to fire, rain damage, mold, vermin and other issues caused by lack of maintenance; and

WHEREAS, many of these buildings are historic and are listed on the National Registry of Historic Places; and

WHEREAS, lack of maintenance of these vacant and abandoned buildings negatively impact surrounding property values; and

WHEREAS, the preservation and revitalization of vacant and abandoned buildings is paramount in stabilizing the economy of Old Town Florence; and

WHEREAS, the Town of Florence actively participated with the League of Arizona Cities and Towns in drafting the proposed legislation; and

WHEREAS, numerous other states and municipalities have successfully used this same mechanism to address vacant and abandoned buildings.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Florence, Arizona, that the Town of Florence supports efforts to provide legislative authority to address abandoned and vacant buildings in a defined and legislative manner and do hereby endorse passage of House Bill 2705.

PASSED AND ADOPTED by the Mayor and Council of the Town of Florence, Arizona, this 3rd day of February 2020.

Tara Walter, Mayor

ATTEST:

APPROVED AS TO FORM:

Lisa Garcia, Town Clerk

Clifford L. Mattice, Town Attorney

Rough Draft
January 14, 2020 04:12 PM
Folder 1319, Drafter LEIGH ANNE TIMINEY

REFERENCE TITLE: **vacant; abandoned buildings; ordinances**

State of Arizona
House of Representatives
Fifty-fourth Legislature
Second Regular Session
2020

H. B. _____

Introduced by _____

AN ACT

PROVIDING FOR TRANSFERRING AND RENUMBERING; AMENDING SECTION 9-500.21, ARIZONA REVISED STATUTES; AMENDING TITLE 9, ARIZONA REVISED STATUTES, BY ADDING CHAPTER 14; RELATING TO PROPERTY.

(TEXT OF BILL BEGINS ON NEXT PAGE)

1 Be it enacted by the Legislature of the State of Arizona:

2 Section 1. Transfer and renumber

3 Section 9-499, Arizona Revised Statutes, is transferred and
4 renumbered for placement in title 9, chapter 14, article 1, as section
5 9-1461.

6 Sec. 2. Section 9-500.21, Arizona Revised Statutes, is amended to
7 read:

8 9-500.21. Civil enforcement of municipal ordinances

9 A city or town that classifies ordinance violations as civil
10 offenses shall establish procedures to hear and determine these violations
11 that may include **THE FOLLOWING**:

12 1. Filing of a complaint before a hearing officer. The city or
13 town magistrate may serve as a hearing officer or the city or town may
14 appoint a separate hearing officer.

15 2. Timely notice of the citation to the violator. If the city or
16 town is unable to personally serve the notice, the notice may be served in
17 the same manner prescribed for alternative methods of service by the
18 Arizona rules of civil procedure or by certified or registered mail,
19 return receipt requested.

20 3. Procedures for the hearing, record on appeal, default by a
21 defendant and rules of evidence that generally comply with those for civil
22 traffic offenses.

23 4. Imposition of a civil penalty. At the conclusion of the
24 hearing, the hearing officer shall determine whether a violation exists
25 and, if so, may impose civil penalties of up to the maximum amount
26 specified in section 9-240 for ordinance violations for each day a
27 violation exists beyond the initial notice constituting a separate
28 offense. The hearing officer may also order abatement of the violation
29 pursuant to section ~~9-499~~ 9-1461.

30 5. A provision that if the violator does not comply with a civil
31 enforcement action, the city or town may file a criminal charge. A civil
32 enforcement action is not a prerequisite to the filing of a criminal
33 charge.

34 6. Judicial review of the final decisions of the hearing officer
35 pursuant to section 12-124.

36 Sec. 3. Title 9, Arizona Revised Statutes, is amended by adding
37 chapter 14, to read:

38 CHAPTER 14

39 PROPERTY

40 ARTICLE 1. VACANT AND ABANDONED BUILDINGS

41 9-1462. Registration; inspection and maintenance
42 requirements; fees; administration; enforcement;
43 definitions

44 A. **THE GOVERNING BODY OF A CITY OR TOWN MAY ADOPT, IMPLEMENT AND**
45 **ENFORCE AN ORDINANCE THAT ESTABLISHES REGISTRATION, INSPECTION AND**

1 MAINTENANCE REQUIREMENTS FOR A BUILDING THAT IS VACANT OR ABANDONED FOR
2 MORE THAN ONE HUNDRED FIFTY DAYS.

3 B. THE ORDINANCE MUST INCLUDE ALL OF THE FOLLOWING:

4 1. REGISTRATION REQUIREMENTS, INCLUDING THE NAME, RESIDENCE OR
5 BUSINESS ADDRESS, TELEPHONE NUMBER AND EMAIL ADDRESSES OF EACH OWNER OF
6 THE VACANT OR ABANDONED BUILDING. AN OWNER RESIDING OUTSIDE OF THIS STATE
7 MUST PROVIDE THE NAME AND ADDRESS OF A PERSON WHO RESIDES IN THIS STATE
8 WHO IS AUTHORIZED TO ACCEPT SERVICE OF PROCESS AND NOTICES ON BEHALF OF
9 THE OWNER AND WHO IS DESIGNATED AS A RESPONSIBLE LOCAL PARTY OR AGENT FOR
10 THE PURPOSES OF NOTIFICATION IN THE EVENT OF AN EMERGENCY.

11 2. PROPERTY STANDARDS FOR VACANT OR ABANDONED BUILDINGS THAT
12 REQUIRE THE OWNER TO SECURE THE PROPERTY, ENSURE BUILDINGS ARE
13 STRUCTURALLY SOUND, MAINTAIN UTILITY CONNECTIONS REQUIRED FOR FIRE
14 PROTECTION AND SECURITY, MAINTAIN ALL STRUCTURES, FENCES AND YARDS
15 PURSUANT TO THE CITY OR TOWN CODE AND MAINTAIN THE BUILDING AND PROPERTY
16 IN A SANITARY, SAFE AND SECURE MANNER.

17 3. REQUIREMENTS THAT A VACANT OR ABANDONED BUILDING BE INSPECTED.
18 WHEN CARRYING OUT INSPECTIONS, THE CITY OR TOWN SHALL COMPLY WITH THE
19 REQUIREMENTS OF SECTION 9-833. THE CITY OR TOWN MAY REQUIRE THE OWNER TO
20 MAKE A REQUEST FOR INSPECTION. THE CITY OR TOWN INSPECTOR MUST EXAMINE
21 WHETHER THE VACANT OR ABANDONED BUILDING IS SECURE FROM TRESPASSERS, IS
22 SAFE FOR ENTRY BY FIREFIGHTERS AND POLICE OFFICERS IN AN EMERGENCY,
23 PRESENTS A HAZARD TO THE PUBLIC OR IMPEDES EFFORTS TO REHABILITATE OR
24 MAINTAIN SURROUNDING PROPERTIES. A VACANT OR ABANDONED BUILDING THAT IS A
25 HAZARD TO PUBLIC HEALTH AND SAFETY IS SUBJECT TO SECTION 9-1461 AND
26 APPLICABLE CITY OR TOWN CODE. IF THE OWNER FAILS TO REQUEST A REQUIRED
27 INSPECTION OR REFUSES TO CONSENT TO AN INSPECTION INITIATED BY THE CITY OR
28 TOWN OR IT IS NOT POSSIBLE TO REASONABLY OBTAIN CONSENT FROM THE OWNER,
29 THE CITY OR TOWN SHALL OBTAIN A SEARCH WARRANT FOR THE INSPECTION OF THE
30 VACANT OR ABANDONED BUILDING OR PROPERTY IN COMPLIANCE WITH TITLE 13,
31 CHAPTER 38, ARTICLE 8. IF A VACANT OR ABANDONED BUILDING IS OWNED BY MORE
32 THAN ONE PERSON, CONSENT FOR INSPECTION MAY BE OBTAINED FROM ANY ONE OF
33 THE OWNERS.

34 4. NOTICE PROVISIONS FOR REGISTRATION, INSPECTION AND MAINTENANCE
35 REQUIREMENTS AND ASSESSMENT OF FEES OR OTHER PENALTIES. THE CITY OR TOWN
36 MUST PROVIDE NOTICES IN WRITING BY CERTIFIED MAIL TO THE LAST KNOWN
37 ADDRESS OF THE OWNER OR THE ADDRESS TO WHICH THE TAX BILL FOR THE PROPERTY
38 ON WHICH THE BUILDING IS LOCATED WAS LAST MAILED. THE NOTICE SHALL INCLUDE
39 THE LEGAL DESCRIPTION OF THE PROPERTY, THE FEE OWED TO THE CITY OR TOWN
40 PURSUANT TO THIS SECTION AND ANY PENALTY IF THE OWNER DOES NOT COMPLY.

41 5. REQUIREMENTS FOR THE OWNER TO PROVIDE PROOF OF AN INSURANCE
42 POLICY THAT SHOWS SUFFICIENT LIABILITY COVERAGE FOR THE VACANT OR
43 ABANDONED BUILDING.

1 6. AN APPEAL PROCESS FOR THE OWNER TO CHALLENGE ANY DETERMINATION
2 MADE PURSUANT TO THE ORDINANCE. THE OWNER MAY APPEAL THE FINAL DECISION
3 BY THE CITY OR TOWN TO THE SUPERIOR COURT OF THE COUNTY IN WHICH THE
4 PROPERTY IS LOCATED WITHIN THIRTY DAYS AFTER THE DECISION IS RENDERED.

5 C. THE CITY OR TOWN MAY CHARGE FEES AGAINST AN OWNER FOR
6 REGISTRATION AND INSPECTION OF THE VACANT OR ABANDONED BUILDING AND OWNERS
7 SHALL BE JOINT AND SEVERALLY LIABLE FOR THE PAYMENT OF SUCH FEES. THE
8 ORDINANCE SHALL PROVIDE PROCEDURES FOR ADMINISTERING AND ENFORCING THE
9 FEES FOR REGISTRATION AND INSPECTIONS AND PAYING AND COLLECTING THE FEES.
10 THE CITY OR TOWN SHALL SEPARATELY ACCOUNT FOR FEES COLLECTED UNDER THIS
11 SECTION, WHICH SHALL BE USED AS FOLLOWS:

12 1. TO IMPROVE AND MAINTAIN PUBLIC SAFETY IN AND AROUND VACANT OR
13 ABANDONED BUILDINGS AND PROPERTIES.

14 2. TO ADMINISTER THE VACANT OR ABANDONED BUILDING REGISTRATION,
15 INSPECTION AND MAINTENANCE REQUIREMENTS ESTABLISHED PURSUANT TO THIS
16 SECTION.

17 3. TO REPAIR, CLOSE OR DEMOLISH A VACANT OR ABANDONED BUILDING AS
18 AUTHORIZED BY SECTION 9-1461.

19 D. THE CITY OR TOWN MAY GRANT A WAIVER FROM FEES FOR A VACANT
20 BUILDING ON A FAVORABLE INSPECTION OR AN EXTENSION TO COMPLY WITH THE
21 REGISTRATION, INSPECTION AND MAINTENANCE REQUIREMENTS FOR A VACANT OR
22 ABANDONED BUILDING IF THE OWNER SHOWS GOOD CAUSE FOR WHY THE OWNER IS
23 UNABLE TO OCCUPY THE BUILDING FOR A DETERMINED PERIOD OF TIME AND THE
24 BUILDING OR PROPERTY IS NOT A NUISANCE OR A HAZARD TO THE PUBLIC.
25 DELINQUENT FEES ARE NOT ELIGIBLE FOR A FEE WAIVER.

26 E. A BUILDING THAT IS VACANT OR ABANDONED MAY NOT BE RECLASSIFIED
27 AS AN UNOCCUPIED STRUCTURE UNTIL THE BUILDING NO LONGER MEETS THE
28 DEFINITION OF ABANDONED PURSUANT TO SUBSECTION I, PARAGRAPH 1 FOR A
29 MINIMUM PERIOD OF NINETY DAYS AND THE OWNER HAS COMPLIED WITH THE
30 REGISTRATION, INSPECTION AND MAINTENANCE REQUIREMENTS UNDER THIS SECTION,
31 INCLUDING THE PAYMENT OF FEES.

32 F. THE GOVERNING BODY OF A CITY OR TOWN MAY LIMIT THE REGISTRATION,
33 INSPECTION AND MAINTENANCE REQUIREMENTS TO ONE OR MORE ZONING DISTRICTS.

34 G. THIS SECTION DOES NOT IMPOSE A DUTY, OBLIGATION OR REQUIREMENT
35 THAT A CITY OR TOWN UNDERTAKE SUCH REPAIRS, DEMOLITION OR MAINTENANCE
36 MEASURES THAT REMAIN THE OBLIGATION AND RESPONSIBILITY OF THE OWNER. COSTS
37 OF REPAIRS, DEMOLITION AND MAINTENANCE AND RELATED LEGAL AND
38 ADMINISTRATIVE COSTS INCURRED BY THE CITY OR TOWN TO SECURE THE VACANT OR
39 ABANDONED BUILDING ARE TO BE PAID BY THE OWNER. THE CITY OR TOWN MAY FILE
40 LIENS ON REAL PROPERTY TO COLLECT AMOUNTS OWED TO THE CITY OR TOWN FOR
41 DELINQUENT FEES AND COSTS INCURRED BY THE CITY OR TOWN FOR REPAIRS,
42 DEMOLITION OR MAINTENANCE MEASURES TO THE VACANT OR ABANDONED BUILDING.

1 H. AN OWNER MAY NOT AVOID COMPLIANCE OR LIABILITY WITH THIS SECTION
2 BY TRANSFERRING THE PROPERTY TO ONE OR MORE PERSONS OR ENTITIES THAT ARE
3 CONTROLLED BY THE OWNER OR A SUBSIDIARY OR AN AFFILIATE OF THE OWNER.

4 I. THIS SECTION DOES NOT APPLY TO AN UNOCCUPIED STRUCTURE.

5 J. FOR THE PURPOSES OF THIS SECTION:

6 1. "ABANDONED" MEANS A BUILDING THAT IS VACANT AND TWO OR MORE OF
7 THE FOLLOWING CONDITIONS EXIST ON THE PROPERTY:

8 (a) ACCUMULATION OF TRASH, JUNK OR DEBRIS OR HAZARDOUS, NOXIOUS OR
9 UNHEALTHY SUBSTANCES OR MATERIALS.

10 (b) ABSENCE OF FURNISHINGS OR WINDOW COVERINGS.

11 (c) AT LEAST ONE FILED REPORT TO LAW ENFORCEMENT INVOLVING
12 TRESPASSING, VANDALISM OR OTHER ILLEGAL ACTS BEING COMMITTED AT THE
13 PROPERTY WITHIN THE PRECEDING ONE HUNDRED FIFTY DAYS.

14 (d) THE PROPERTY IS OPEN AND UNPROTECTED OR THERE IS EVIDENCE OF
15 DILAPIDATION, DECAY, DETERIORATION DUE TO EXPOSURE TO THE ELEMENTS OR
16 DAMAGE DUE TO WIND, FIRE, FLOOD OR PESTS.

17 (e) NONPAYMENT OR DISCONNECTION OF GAS, ELECTRICAL, WATER OR
18 WASTEWATER UTILITIES.

19 (f) CONSTRUCTION WAS INITIATED ON THE PROPERTY AND WAS DISCONTINUED
20 BEFORE THE CITY OR TOWN ISSUED A CERTIFICATE OF OCCUPANCY, OR ITS
21 EQUIVALENT, LEAVING THE BUILDING UNSUITABLE FOR OCCUPANCY, AND NO
22 CONSTRUCTION HAS TAKEN PLACE FOR AT LEAST ONE HUNDRED FIFTY DAYS OR SUCH
23 OTHER PERIOD PURSUANT TO THE CITY OR TOWN BUILDING CODE IN EFFECT AT THE
24 TIME CONSTRUCTION WAS INITIATED, WHICHEVER IS LESS.

25 (g) MORE THAN ONE WINDOW OR DOOR ON THE PROPERTY IS BOARDED UP,
26 CLOSED OFF, SMASHED THROUGH, BROKEN, UNHINGED, CONTINUOUSLY UNLOCKED OR IS
27 IN AN UNREPAIRED OR UNSECURED STATE.

28 (h) THERE ARE ONE OR MORE WRITTEN COMPLAINTS BY NEIGHBORS OR
29 REPRESENTATIVES OF A COMMUNITY ASSOCIATION INDICATING THE BUILDING OR
30 PROPERTY CONTAINS ANY OF THE FACTORS PRESCRIBED IN SUBDIVISION (a), (b),
31 (d), (f) OR (g) OF THIS PARAGRAPH.

32 2. "OWNER":

33 (a) MEANS A PERSON OR ENTITY THAT INDIVIDUALLY OR JOINTLY WITH
34 OTHERS:

35 (i) HAS LEGAL TITLE TO THE PROPERTY, WITH OR WITHOUT ACTUAL
36 POSSESSION OF THE PROPERTY.

37 (ii) HAS CHARGE, CARE OR CONTROL OF THE PROPERTY AS AN AUTHORIZED
38 AGENT, GUARDIAN OR CONSERVATOR OF THE OWNER.

39 (iii) IS AN EXECUTOR, ADMINISTRATOR, TRUSTEE OR PERSONAL
40 REPRESENTATIVE OF THE ESTATE OF THE OWNER.

41 (iv) IS ENTITLED TO CONTROL OR DIRECT THE MANAGEMENT OR DISPOSITION
42 OF THE PROPERTY.

43 (b) DOES NOT INCLUDE THIS STATE OR THE FEDERAL GOVERNMENT.

1 3. "UNOCCUPIED STRUCTURE" MEANS A BUILDING UNDER CONSTRUCTION OR
2 POSSESSING AN ISSUED CERTIFICATE OF OCCUPANCY, OR ITS EQUIVALENT, THAT
3 DOES NOT MEET THE DEFINITION OF ABANDONED PURSUANT TO PARAGRAPH 1 OF THIS
4 SUBSECTION, AND THE OWNER IS ACTIVELY SEEKING OCCUPANCY THROUGH SALE OR
5 LEASE OF THE PROPERTY THROUGH CUSTOMARY COMMERCIAL METHODS, INCLUDING BONA
6 FIDE RENTAL OR SALE SIGNS ON THE PROPERTY OR THE LISTING OF THE PROPERTY
7 ON A MULTIPLE LISTING SERVICE.

8 4. "VACANT":

9 (a) MEANS A BUILDING NO LONGER USED OR OCCUPIED BY ITS OWNER OR
10 OTHER LEGALLY ALLOWED OCCUPANT.

11 (b) DOES NOT INCLUDE AN UNOCCUPIED STRUCTURE.

ABANDONED

VACANT

ABSENTEE LANDLORDS OF VACANT AND ABANDONED BUILDINGS

Arizona's rural cities and towns have witnessed the decline of their Main Street and historic downtown areas at the hands of absentee landlords and property speculators. This situation worsened during the recession when jobs in these regions disappeared. Businesses closed, leading to properties becoming vacant or sold at foreclosure or tax lien sales for pennies on the dollar. Some of these properties were purchased without a plan for occupancy or development, only to sit vacant for years. In extreme cases the properties were allowed to deteriorate, collapse or eventually burn. The vacancy, decay and destruction of these buildings has a tremendous impact on the historic character and attraction of these cities and towns and a chilling effect on revitalization and economic development.

Neighboring owners' property rights are weakened when absentee landlords fail to appropriately maintain or do not place their property into productive use. As a result, land values of adjacent properties are diminished, and economic development slows because there is little to no desire for new investment in businesses or construction due to the perception that no one cares about the community. Historic buildings often share common walls, and when an adjacent building contains hazardous conditions such as a leaking or exposed roof, faulty electrical wiring, broken pipes or structural damage, it adversely impacts the safety and value of the adjacent properties and exposes its occupants to potentially dangerous conditions through no fault of their own.

Vacant and abandoned buildings also cost communities more in taxpayer dollars for fire suppression and public safety. When absentee landlords do not properly maintain buildings and allow them to fall into disrepair, they become targets for criminal activity, like squatting, vandalism and arson. Cities and towns have worked to abate chronically blighted properties to the best of their ability using very limited resources, however, new tools are needed to encourage absentee landlords to better care for their properties and relieve taxpayers and adjacent property owners of this burden.



Roof collapsed, boarded up windows - Superior, AZ



Abandoned, unsecured doors, boarded up and broken windows - Globe, AZ



Abandoned, utilities disconnected, boarded up windows and doors, complaints regarding vermin - Florence, AZ

**Questions? Contact: Tom Savage
at 602-258-5786**



ABANDONED

VACANT

ABSENTEE LANDLORDS OF VACANT AND ABANDONED BUILDINGS CONT.

Purpose:

The legislation is intended to encourage absentee landlords to maintain their properties and seek occupancy so that a business can open, allow the local economy to thrive and remove the negative impacts vacant and abandoned properties have on land values, public safety and quality of life. It will allow cities and towns in Arizona to adopt a tool that many other communities across the nation are using to address issues of absentee landlords in their downtown areas. To date, well over 300 cities and towns across the nation, including in states like [Texas](#), [Utah](#), [West Virginia](#), [Nevada](#), and [Florida](#), have adopted and used similar models. The legislation adopts the best practices used in these states and models off their successes to accomplish the following:

1. Allow yearly inspections of vacant and abandoned buildings to ensure the building is not a threat to public safety or to first responders entering the building in an emergency.
2. Maintain a registry of properties with contact information so law enforcement has direct contact to owners or their agent if there is suspected illegal activity, unauthorized persons on the property, or if there is an emergency.
3. Assess fees that may be escalated each year the property is vacant or abandoned to encourage absentee landlords to fix and place their property into productive use. Properties free of code violations and listed for sale or lease are not subject to fees or the requirements of the bill.
4. Clearly outline the expectations of the property owner to maintain their buildings and property, including the exterior, windows, utilities, and keeping the property free of trash, junk, debris and hazardous substances.
5. Provide property owners due process to challenge decisions made by the city or town.

The objective of this legislation is to provide an additional tool for cities and towns to encourage absentee landlords to maintain or develop their buildings and property. While there is an existing abatement process outlined in state statute, it is not always feasible for smaller communities to utilize this mechanism and, when used, it rarely results in the absentee landlord placing the property back into productive use. Rural cities and towns would benefit from legislative authority to adopt new tools to accelerate economic development, help maintain a vibrant downtown and Main Street, and be open for business and new economic opportunities.



Abandoned, boarded up, cracked foundation - Superior, AZ



Boarded up windows, leaking roof - Downtown Kingman, AZ



Abandoned, destroyed by fire - South Tucson, AZ

**Questions? Contact: Tom Savage
at 602-258-5786**

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 9b.
MEETING DATE: February 3, 2020 DEPARTMENT: Finance STAFF PRESENTER: Rebecca Jimenez, Interim Finance Director SUBJECT: Ordinance No. 688-20: Expenditure Limitation Correction		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance <input checked="" 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 checked="" type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Adopt Ordinance No. 688-20: Discussion/Approval/Disapproval AN ORDINANCE OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, RESCINDING ORDINANCE NO. 678-19 AND ADOPTING THE LOCAL ALTERNATIVE EXPENDITURE LIMITATION FOR THE TOWN FOR THE FISCAL YEAR 2019-2020 AT \$45,251,331.

BACKGROUND/DISCUSSION:

The Town adopted a Permanent Base Adjustment in 2018 through an election, which replaced the Home Rule Alternative Expenditure Limitation with the Permanent Base Adjustment option.

Arizona Constitution, Article IX, §20(6), allows a city or town to permanently adjust its base limit with voter approval at a regularly scheduled general election or at a nonpartisan election held for the nomination or election of its governing board members. The Economic Estimates Commission will use the adjustment to calculate the constitutional expenditure limitation beginning with the fiscal year immediately following the fiscal year that voters approve the permanent base adjustment. Permanent base adjustments apply to all future years; however, voters may adopt additional adjustments.

The Town of Florence moved forward and immediately applied the election results to the next (or our current) fiscal year.

In November, the auditor expressed concern based on other communities being instructed to not move to Permanent Base Adjustment until the end of their voter adopted Home Rule Option. The Florence voters adopted Home Rule Option in 2016 for four years.

Staff contacted the Auditor General's Office to get confirmation regarding process. This is the Auditor General's response:

"In accordance with Arizona Constitution, Article 20, §6, the Economic Estimates Commission (EEC) will use the adjusted base limit to calculate the town's constitutional expenditure limitation for the year following the permanent base adjustment's voter approval. However, when a home rule is in place, the town will not follow the constitutional expenditure limitation and will instead, annually adopt an alternative expenditure limit for the home rule's duration. As the Town of Florence's voters approved the home rule in fiscal year 2016, the Town's alternative process of setting the expenditure limitation equal to the budget will be in place through fiscal year 2021 regardless of which base limit amount the EEC used to calculate the constitutional expenditure limit."

Ordinance No. 678-19 set the expenditure limitation at \$28,938,392 for Permanent Base Adjustment. The expenditure limitation for Home Rule option is \$45,251,331. This is the amount of the total budget as indicated in Schedule A for Fiscal Year 2019-2020.

Next year, Fiscal Year 2020-2021 will also be under Home Rule option for alternative expenditure limitation. In Fiscal Year 2021-2022, this will change to Permanent Base Adjustment Expenditure Limitation.

This does not change the amount of the **Budgeted expenditures/expenses** as indicated in Schedule A (As presented during Budget adoption and As Amended), only the **Amount subject to the expenditure limitation**.

If the Town of Florence did not adopt the ordinance rescinding and adopting, we would exceed our expenditure limitation.

A city or town exceeding its expenditure limitation without authorization will have a portion of its allocation of state income tax withheld and redistributed to the other incorporated communities in the state. This penalty will be imposed in the fiscal year subsequent to the hearing held by the Auditor General on such a violation. The amount of state income tax to be withheld for exceeding the expenditure limitation will be determined as follows:

1. If the excess expenditures are less than five percent of the limitation, an amount equal to the excess expenditures will be withheld.

2. If the excess expenditures are equal to or greater than five percent but less than 10 percent of the limitation, an amount equal to triple the excess expenditures will be withheld.
3. If the excess expenditures are less than five percent of the limitation but it is at least the second consecutive instance of excess expenditures for the city or town, an amount equal to triple the excess expenditures will be withheld.
4. If the excess expenditures are equal to or greater than 10 percent of the limitation, an amount equal to five times the excess expenditures or one-third of the allocation of a city or town's state income tax will be withheld, whichever is less.

A VOTE OF NO WOULD MEAN:

The Town will have to adhere to the Expenditure Limitation and exceed the Home Rule statutory compliance. This carries penalties as demonstrated above.

A VOTE OF YES WOULD MEAN:

Town would follow the statutory requirement and would have adequate expenditure capacity, as guided by the Auditor General's Office.

FINANCIAL IMPACT:

No change in budgeted expenditures.

ATTACHMENTS:

Ordinance 678-19
Schedule A of the Town of Florence Annual Budget

ORDINANCE NO. 688-20

AN ORDINANCE OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, RESCINDING ORDINANCE NO. 678-19 AND ADOPTING THE LOCAL ALTERNATIVE EXPENDITURE LIMITATION FOR THE TOWN FOR THE FISCAL YEAR 2019-2020 AT \$45,251,331.

WHEREAS, it has come to the attention of staff and the Florence Town Council that Ordinance No. 678-19 was adopted under the permanent base election and must be rescinded, and correction made, to allow the Home Rule Election in 2016 to continue for four years from the effective date; and

WHEREAS, it has come to the attention of staff and the Florence Town Council that the Home rule election dated the 19th day of September 2016, as approved by a majority of the Town's qualified electors at the Town's Primary Election, held on August 30, 2016, authorized the Mayor and Council to adopt, annually by ordinance, a local budget for the ensuing fiscal year; and

WHEREAS, the Florence Town Council has conducted the required public hearings during the Fiscal Year 2019-2020 budget process, at which time the citizens of the Town had an opportunity to comment on the proposed expenditure limitations; and

WHEREAS, the Home Rule election will continue for four years after adoption, and then the Permanent Base Adjustment will take effect for Fiscal Year 2021-2022; and

WHEREAS, the Florence Town Council and Town Manager have adopted a budget for the Town which set forth estimated available revenues from existing revenue sources from which the Town may operate and provide services for this fiscal year.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Town Council of the Town of Florence, Arizona, as follows:

Section 1: Ordinance No. 678-19 is hereby rescinded.

Section 2: The expenditure limitation in the total sum of **\$45,251,331** is hereby adopted to apply to the Town's budget for the Fiscal Year 2019-2020. The sum is derived from estimated available revenues, from existing revenue sources as per Schedule A attached hereto.

Section 3: Notwithstanding any provisions of Section 1 above to the contrary, the Town may make expenditures in excess of said expenditure limitation to the extent that such excess sums are derived from new revenue sources arising during the said fiscal year after the date on which the Ordinance is adopted; however, such excess expenditures may not exceed the amount of additional revenue received.

Section 4: In the context of this Ordinance, the "Revenue" shall not include money obtained by the Town from grants awarded by Federal, State, Regional, or other

agencies and organizations, and such grants are hereby excluded from any expenditure limitation adopted herein.

Section 5: No expenditure may be made by the Town in violation of the provision of the Ordinance.

Section 6: The provisions of the Ordinance are hereby declared to be severable, and if any of its sections, provisions, sentences, phrases, or parts be held unconstitutional or void by any court of competent jurisdiction the remaining portions of the Ordinance shall continue in full force and effect; it being the legislative intent now hereby declared that this Ordinance would have been included therein.

Section 7: Adoption of Ordinance No. 688-20 is adopted retroactively effective July 1, 2020.

PASSED AND ADOPTED By the Mayor and Town Council of the Town of Florence, Arizona, the 3rd of February 2020, by the affirmative vote of the members of the Town Council of the Town of Florence, Arizona.

Tara Walter, Mayor

ATTEST:

APPROVED AS TO FORM:

Lisa Garcia, Town Clerk

Clifford L. Mattice, Town Attorney

TOWN OF FLORENCE
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2020

Fiscal Year	S c h	FUNDS									
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds		
2019	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	1	15,685,620	13,255,695	164,025	1,477,638	12,900	12,440,970	0	43,036,848
2019	Actual Expenditures/Expenses**	E	2	15,512,581	6,602,450	157,593	1,162,980	6,000	9,353,362	0	32,794,966
2020	Fund Balance/Net Position at July 1***		3	11,440,372	15,884,798	0	6,943,281	314,996	18,737,171	0	53,320,618
2020	Primary Property Tax Levy	B	4	1,166,611		0			0		1,166,611
2020	Secondary Property Tax Levy	B	5	0	22,000				0		22,000
2020	Estimated Revenues Other than Property Taxes	C	6	14,128,067	6,804,687	0	1,890,000	22,000	9,777,737	0	32,622,491
2020	Other Financing Sources	D	7	0	0	0	0	0	0	0	0
2020	Other Financing (Uses)	D	8	0	0	0	0	0	0	0	0
2020	Interfund Transfers In	D	9	1,217,872	780	69,748	363,000	0	0	0	1,651,400
2020	Interfund Transfers (Out)	D	10	0	760,798	0	69,748	0	820,854	0	1,651,400
2020	Reduction for Amounts Not Available:		11								
2020	LESS: Amounts for Future Debt Retirement:										0
	Future Capital Projects										0
	Maintained Fund Balance for Financial Stability			1,885,132	477,696				4,923,282		7,286,110
											0
				0							0
2020	Total Financial Resources Available		12	26,067,790	21,473,771	69,748	9,126,533	336,996	22,770,772	0	79,845,610
2020	Budgeted Expenditures/Expenses	E	13	17,012,550	10,278,828	69,748	4,384,450	14,000	13,491,755	0	45,251,331

EXPENDITURE LIMITATION COMPARISON

1	Budgeted expenditures/expenses
2	Add/subtract: estimated net reconciling items
3	Budgeted expenditures/expenses adjusted for reconciling items
4	Less: estimated exclusions
5	Amount subject to the expenditure limitation
6	EEC expenditure limitation

	2019	2020
1	\$ 43,036,848	\$ 45,251,331
2	(4,400,000)	(16,312,939)
3	38,636,848	28,938,392
4		
5	\$ 38,636,848	\$ 28,938,392
6	\$	\$

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

TOWN OF FLORENCE
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2020

Fiscal Year	S c h	FUNDS									
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds		
2019	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	1	15,685,620	13,255,695	164,025	1,477,638	12,900	12,440,970	0	43,036,848
2019	Actual Expenditures/Expenses**	E	2	15,512,581	6,602,450	157,593	1,162,980	6,000	9,353,362	0	32,794,966
2020	Fund Balance/Net Position at July 1***		3	11,440,372	15,884,798	0	6,943,281	314,996	18,737,171	0	53,320,618
2020	Primary Property Tax Levy	B	4	1,166,611		0			0		1,166,611
2020	Secondary Property Tax Levy	B	5	0	22,000				0		22,000
2020	Estimated Revenues Other than Property Taxes	C	6	14,128,067	6,804,687	0	1,890,000	22,000	9,777,737	0	32,622,491
2020	Other Financing Sources	D	7	0	0	0	0	0	0	0	0
2020	Other Financing (Uses)	D	8	0	0	0	0	0	0	0	0
2020	Interfund Transfers In	D	9	1,217,872	780	69,748	363,000	0	0	0	1,651,400
2020	Interfund Transfers (Out)	D	10	0	760,798	0	69,748	0	820,854	0	1,651,400
2020	Reduction for Amounts Not Available:		11								
LESS:	Amounts for Future Debt Retirement:										0
	Future Capital Projects										0
	Maintained Fund Balance for Financial Stability			1,885,132	477,696				4,923,282		7,286,110
											0
				0							0
2020	Total Financial Resources Available		12	26,067,790	21,473,771	69,748	9,126,533	336,996	22,770,772	0	79,845,610
2020	Budgeted Expenditures/Expenses	E	13	17,012,550	10,278,828	69,748	4,384,450	14,000	13,491,755	0	45,251,331

EXPENDITURE LIMITATION COMPARISON

1	Budgeted expenditures/expenses
2	Add/subtract: estimated net reconciling items
3	Budgeted expenditures/expenses adjusted for reconciling items
4	Less: estimated exclusions
5	Amount subject to the expenditure limitation
6	EEC expenditure limitation

	2019	2020
1	\$ 43,036,848	\$ 45,251,331
2	(4,400,000)	
3	38,636,848	45,251,331
4		
5	\$ 38,636,848	\$ 45,251,331
6	\$	\$

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

- * Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.
- ** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.
- *** Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

ORDINANCE NO. 678-19

AN ORDINANCE OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ADOPTING A LOCAL ALTERNATIVE EXPENDITURE LIMITATION FOR THE TOWN FOR THE FISCAL YEAR 2019-2020 AND DECLARING AN EMERGENCY.

WHEREAS, the provisions of Resolution No.1657-18, dated the 19th day of March 2018, as approved by a majority of the Town's qualified electors at the Town's Primary Election held on August 28, 2018 authorized the Mayor and Council to adopt annually by ordinance a local budget for the ensuing fiscal year; and

WHEREAS, the Town Council has conducted the required public hearings, at which the citizens of the Town had an opportunity to comment on the proposed expenditure limitations; and

WHEREAS, the Town Council and Town Manager have prepared a tentative budget for the Town and set forth estimated available revenues from existing revenue sources from which the Town may operate and provide services.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Florence, Arizona as follows:

Section 1: An expenditure limitation in the total sum of \$28,938,392 is hereby adopted to apply to the Town's budget for the Fiscal Year 2019-2020. The sum is derived from estimated available revenues, from existing revenue sources.

Section 2: Notwithstanding any provisions of Section 1 above to the contrary, the Town may make expenditures in excess of said expenditure limitation to the extent that such excess sums are derived as follows:

1. Revenues received from the issuance of bonds or other long-term obligations. Bond principal and interest payments are also exempt
2. Revenues received as payment of dividends or interest.
3. Trust and agency accounts.
4. Federal grants and aid of any type.
5. Other grants, aid, contributions of any type.
6. Amounts received from the state that is included under the state's own appropriations limitation.
7. Interagency or interdepartmental transfers that are funded with monies already subject to the expenditure limit.
8. Amounts or property accumulated for the purchase of land, buildings. Or improvements or for constructing buildings or improvements, if the voters have approved such accumulation and purpose.
9. Amounts received from the HURF over and above that received in FY 1979-1980.
10. Revenues received from another political subdivision pursuant to an intergovernmental contract as long as the other entity includes the payments under their expenditure limit, if applicable.

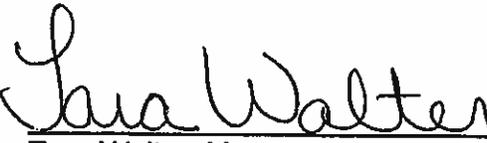
11. Amounts expended for the construction, reconstruction, operation or maintenance of a hospital financially supported by a city or town prior to January 1, 1980.
12. Amounts to pay off warrants issued prior to July a, 1979.
13. Refunds, reimbursements or other recoveries of amounts expended that were already included once under the expenditure limit or otherwise excluded from the limit.
14. Capital improvements from utility revenues and/or from excise taxes levied for a specific purpose.

Section 3: No expenditure may be made by the Town in violation of the provision of the Ordinance.

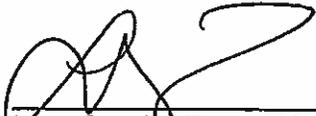
Section 4: The provisions of the Ordinance are hereby declared to be severable, and if any of its sections, provisions, sentences, phrases, or parts be held unconstitutional or void by any court of competent jurisdiction the remaining portions of the Ordinance shall continue in full force and effect; it being the legislative intent now hereby declared that this Ordinance would have been included therein.

Section 5: The immediate operation of this Ordinance is necessary for preservation of the public peace, health and safety of the Town of Florence, and an emergency is hereby declared to exist; and this Ordinance shall be in full force and effect from the date of passage and approval by the Mayor and Council or the Town of Florence and publication as required by the laws of the State of Arizona, and as a result this ordinance is hereby declared to be exempt from the referendum provision of the constitution and laws of the State of Arizona.

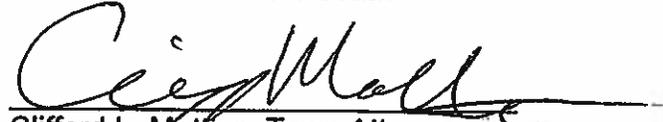
PASSED AND ADOPTED by the Mayor and Council of the Town of Florence, Arizona, the 17th of June 2019, by the affirmative vote of **three fourths (3/4)** of the members of the Town Council of the Town of Florence, Arizona.


Tara Walter, Mayor

ATTEST:


Lisa Garcia, Town Clerk

APPROVED AS TO FORM:


Clifford L. Mattice, Town Attorney

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 9c.
MEETING DATE: February 3, 2020 DEPARTMENT: Finance STAFF PRESENTERS: Rebecca Jimenez, Interim Finance Director; Brent Billingsley, Town Manager SUBJECT: Sanitation Fund		<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:

Accept the Sanitation Rate Study and adopt by motion, a notice of intention to increase sanitation rates and fees as provided in the Sanitation Rate Study and set a Public Hearing for March 16, 2020.

BACKGROUND/DISCUSSION:

The Deputy Town Manager instructed the Finance Department to review the Sanitation Fund. Over the past several years, the fund balance has been diminishing. We provided a detailed analysis of the fund from the time the Town outsourced its services to Right Away Disposal (RAD) in 2013 until present.

The Sanitation Fund is an Enterprise Fund. Enterprise Funds should be self-supporting, having adequate revenue to cover ongoing costs, without any negative impact on the Town's General Fund. Any deficiencies require immediate action.

For the past few years, the annual expenditures in the fund were more than the revenue. Rate increases did not provide the necessary revenue to offset the continuing increases. Although the provider increased rates charged to the Town last year, the Town did not pass along those rate increases to the customers. This compounded the ongoing depletion of fund balance. A detailed staff report is provided for your review and is attached to this Request.

We recently received notification of a rate increase for sanitation of 1.36% from RAD. That will increase the regular residential rate again, effective February 1, 2020.

We have met internally for the evaluation and recommendations on what should be done to provide a focused analysis of the fund. While staff provided multiple recommendations for improvement, staff felt that an independent rate study was necessary in order to compare current Town operations to other communities, to ensure we were correct in our assumptions and determinations, and to provide a third-party recommendation as to the future of the Fund. We contracted a firm to do a rate study. The cost of the study was \$8,950 and was completed by Circonomy Solutions. The study is attached and confirms our internal findings. John Trujillo, from Circonomy Solutions, is attending the meeting tonight in order to present these findings to Council.

Further adjustments were made to present a future budget. Those included reducing the amount of money returning to the General Fund by charging the Sanitation Fund less for administrative oversight, fleet maintenance, and code enforcement.

The fund capital outlay includes the Ruggles property upgrade of \$300,000 for the development of an “eco station” on Ruggles (originally budgeted FY 19-20), a Sanitation Dump Truck for \$100,000 and for a Transfer Station (at a cost of \$500,000).

The Transfer Station discussion does not have a firm conclusion. It could be a partial or joint payment with another entity, a start for a single Town-owned station, or it could be eliminated as an option because of cost. There have been ongoing discussions with Pinal County regarding a regional Transfer Station with surrounding communities. The Town Manager can expand on this discussion, if requested.

The Utility Rate study assumes continuing the current services as they are today. That would mean increasing rates to support the continued operations and maintenance and planning for future expansion or projects.

Currently, we are addressing leakage in Anthem. It has been discovered that at least one hundred customers, mostly transient citizens, have been receiving services without charge. Last year we estimated a \$12,000 loss in revenue, and it is continuing in this year. We are working diligently to correct this, but it is very difficult. Customers place their accounts on “hold” for the summer and roll their containers into their garages. Upon returning at the start of winter, they have not reported as being back, and so the Town does not begin billing these residents for trash collection. Nonetheless, containers are placed out and picked up by the Sanitation truck. It is one of the downsides of not having the water and wastewater customers.

Options

The following options have been discussed in our review group and are now presented to Council as follows:

1. Continue operating the Sanitation Fund as is, thus continuing to deplete fund balance. No rate increases would be requested, and the Town would see slight price increases each year. Eventually, this would mean the General Fund would have to supplement an Enterprise Fund within a few years.
2. Continue operating the Sanitation Fund with the increased rates laid out in the Sanitation Rate Study, restoring a positive fund balance and supporting expenses. These rates are smoothed to ensure the customers are not seeing massive price increases or decreases in any given year.
3. Eliminating future capital outlay. No consideration for a Transfer Station. This would provide fund balance back to the operating funds. Rate increase will still be needed.
4. Eliminate transfer station services at the Waste Management Ironwood Landfill, saving the customer approximately \$0.93 per month.
5. Contracting out the billing and administrative functions of the Sanitation Operations for future consideration. This would save the fund approximately \$66,000 in expenditure between direct charges of Town Staff and Administrative Staff and the cost of billing, but we would be billed for the cost of this service. Other potential savings would be the intra-town charge for billing services of approximately \$6,800 per year. Customer service may or may not be impacted.
6. Take back Sanitation Services by increasing customer charges **significantly** to purchase Sanitation trucks and equipment, thus increasing staffing costs and operations and maintenance. We would have to bundle and finance the equipment and trucks to prevent the expense from hitting in one year. Sanitation containers would need to be purchased. Previously, the Town was charging \$27.00 per month for this service, in comparison to our current rate of \$17.33 (with RAD collecting and Town billing).
7. Outsourcing the sanitation service to a contracted entity, thus removing the Town of Florence out of the sanitation operations and maintenance. The Town would collect a franchise fee only and terminate its sanitation service, selling off all equipment and closing the fund. Customer service may or may not be impacted. This would also eliminate the option for rent-a-truck and transfer station services, as these services are currently supported through the administrative fee that is included in the \$17.33 monthly rate.

If Town Council decides to continue with sanitation services as is, it is requested that The Sanitation Rate Study be adopted and that the Town follow State Statute to provide public notice of intent to increase rates and fees.

A VOTE OF NO WOULD MEAN:

Rates and fees would not be accepted nor implemented.

A VOTE OF YES WOULD MEAN:

That the Town will proceed with an increase in rates by giving proper notification.

FINANCIAL IMPACT:

Incremental increases beginning in March 2020 at \$0.75 per month, and an additional \$1.00 per month in March 2021, \$0.92 per month in March 2022, and \$0.50 per month in March 2023. All commercial/institutional/multi-family increases would be billed at 10% above RAD costs, as provided by contract.

ATTACHMENTS:

RAD Increase sheet, Internal Sanitation Analysis, Sanitation Rate Study, Notice of Intent to Increase Rates and Fees.

Sanitation Rate Increase

January 10, 2020

Delivered report to office of the Town Clerk

February 3, 2020

Present Sanitation Rate Study to Town Council

Request to Accept Rate Study

Authorize staff to Post Notice of Intention to Increase Sanitation Rates and Fees

Set time of Public Hearing to receive citizens comments

(If the municipality proposes to increase the rate of an existing tax or fee on a business, provide written notice of the proposed increase, the schedule of the proposed increased tax or fee and the written report or data that supports the proposed increased tax or fee on the home page of the municipality's website at least sixty days before the date the proposed new rate is approved or disapproved by the governing body of the municipality. ARS 9-499.15 -3.)

(Prepare a notice of intent to establish or increase taxes, assessments or fees including assessments pursuant to section 48-572, subsection B, paragraph 1. The notice of intent shall include the date, time and place of the meeting of the governing body of the municipality in which the proposed new or increased tax or fee will be considered and a statement that a schedule of the proposed new or increased tax or fee that includes the amount of the tax or fee and a written report or data that supports the new or increased tax or fee is available on the municipality's website. The notice of intent shall be posted on the municipality's website at least fifteen days before the date the proposed new or increased tax or fee will be approved or disapproved by the governing body of the municipality. If the municipality uses social media or other electronic communication tools, the notice of intent shall be distributed through the municipality's social media accounts or other electronic communication tools. ARS 9-499 1.5-4)

February 4, 2020

Post Rate Study and Intention to Increase Rates and Fees on Town website

Include on the March 1 Utility bills, the Notice of Intention to increase

April 20, 2019

Public Hearing on increase of Sanitation Rates and Fees

Adopt Sanitation Rate Study and adopt rates and fees

May 1, 2020

Implement Rates and Fees

October 15, 2019

Sanitation Fund Discussions

Recommendations-All recommendations are internal. External recommendations do not exist because they are covered by contractual obligations.

After careful consideration of all components of the fund, and the initial allocations of the fund, the following revisions are as follows for Fiscal Year 2020-2021:

1. Reduce the administrative allocation to the General Fund. The \$1.50 fee designated for management of the RAD contract is excessive. The recommendation after analysis is to charge off all salary expense for two sanitation administrative employees to the General Fund Department they are based in and to reimburse the General Fund for the following allocation:
 - a. 25% for Sanitation oversight and code issues \$17,410
 - b. 10% of Contract Oversight from Administration \$12,710

These are current costs and will be expensed in the Sanitation Fund as Administrative Fees and recorded in the General Fund as Sanitation Administrative Reimbursement. This will save the Sanitation Fund approximately \$58,000 in FY 2020-2021. It will also reduce General Fund revenue by the same amount.

Refer to Exhibit 1 (page 4)

2. Remove allocations of Fleet staff from personnel costs. This is a savings of about \$3,200 per year. A direct charge of expense based on actual expense will be made to the Sanitation Fund for vehicle repair and maintenance charged by the Highway User Fund.
3. Allocation of Department Director (4%) and Sanitation Clerk (50%) will remain the same.

Refer to Exhibit 2 (page 7)

Additional Recommendations:

4. A capital projects plan must be established to plan for future growth or to replace aging equipment or plan new facilities, if any. This should go out 10 years. All rates on contingent upon the capital improvement plan.
5. A decision should be made whether we are or are not going to enter into a transfer station project or agreement with other governmental agencies and if so, establish the cost of such service and timeline.
6. Rates should be increased to provide continued funding for this enterprise fund if we are continuing as a service to the Town.
7. It is recommended by the Finance Department, that a rate review be completed by an outside consultant for reasons discussed during our last meeting. This should not be too costly, possibly \$5,000 to \$8,000 because of the limited scope of the

study. The rate we have currently, should remain in effect until the rate review is completed and recommended.

8. It is also recommended that an increase in rates should coincide with the anticipated RAD rate increase expected early next year.
9. Consideration should be made to terminate the Enterprise fund completely and allow the service provider to maintain all services including billing and collections, improvements and all services provided by the Town of Florence.

We have evaluated the Sanitation Fund budget for this year by projection and have revised it based upon year end estimated a new budget for FY 2020-2021. Those revisions are attached in both revenue and expenditures.

A projection of current status and anticipated budget for FY 2020-2021 are presented below:

\$215,583	Available Cash at 6/30/19
992,289	2019-2020 Projected Revenue
300,000	Plus, Reserved \$300K
\$1,507,872	Available Cash
(1,364,874)	2019-2020 Expenditures
\$142,998	Projected Unreserved Cash Balance at 6/30/2020
1,040,939	2020-2021 Revenues
(1,026,246)	2020-2021 Expenditures
\$157,692	Projected Unreserved Cash Balance at 6/30/2021

	2019-2020 Unfunded	2020-2021 Unfunded
Revenue	1,292,289	1,040,939
Expenditure	(1,364,874)	(1,026,246)
	(72,585)	14,693

Revenue growth is estimated at 5% as is expenditure.

A slight gain is projected in FY 2020-2021, but it is contingent upon future rate increases to the RAD rate charged to the customers, and the margin is not comfortable. The available fund balance will be depleted within two years if costs continue to increase, any revenue line fails or if any unanticipated costs are encountered within this fund. A rate to support normal operations and maintenance must be established.

Rough estimate on rate increase, based upon current customer count, 48,119

and adding 5% growth in customers or 50,524.95 customers is as follows:

Current Rate	\$17.33		
New Rate	\$18.00		
Additional Revenue	\$0.67	\$33,852	Rate adjustment 1

Current Rate	\$17.33		
New Rate	\$18.50		
Additional Revenue	\$1.17	\$59,114	Rate adjustment 2

Current Rate	\$17.33		
New Rate	\$18.75		
Additional Revenue	\$1.42	\$71,745	Rate adjustment 3

Current Rate	\$17.33		
New Rate	\$19.00		
Additional Revenue	\$1.67	\$84,377	Rate adjustment 4

It is contingent upon the Town how they want to move forward on the expenditures within the fund as to what rate needs to be charged.

Refer to Exhibit 3 (page 11)

Sanitation Analysis

History

The Sanitation Fund is an Enterprise Fund of the Town of Florence. The services of the Sanitation Fund were outsourced to a private company to furnish Sanitation pick up and disposal service in July of 2013. During the transitional period, staff was assigned to

oversee the initial implementation of the sanitation processes. Starting cash for the fund at July 1, 2013 was \$1,717,588.

Current Status

Currently the Town has money reserved as follows:

Current Fund Balance as of June 30, 2019

June 30, 2019

Cash Balance 1,270,008

Fund Balance Reserve-Operating (149,862)

Fund Balance Reserve-Depreciation (4,563)

Sub Total 1,115,583

Reserve-Transfer Station (500,000) Future
Reserve-Ruggles Improvement (300,000) 2019-2020

Reserve-Truck (100,000) Future

Cash Balance unencumbered \$215,583

Revenue Discussion

The rates established rates for charges to the Town of Florence and the charges to customers were as follows:

Residential Charge for service provider	\$12.50
Residential charge for service provider effective 2/1/2018	\$12.83
Residential charge for service provider effective 2/1/2019	\$13.46
Town of Florence Residential Charge initially	\$17.00
Town of Florence Residential Charge to customer effective 7/1/2018	\$17.33
The difference was initially	\$ 4.50
The difference effective 2/1/2018	\$ 4.50
The current difference effective 2/1/2019	\$ 3.87

Commercial rates were billed at 10% above the billed rate from the service provider. We had been instructed to transfer the balance of the 10% of the commercial accounts we were billing to the general fund.

Exhibit 1

The composition of the \$4.50 was to allocate \$1.50 to the General Fund for management of the RAD contract and the additional 10% billed above the service provider commercial rate. This would include negotiation, reconciliation, billing of franchise fees, oversight of contract from management and town council. The remaining \$3.00 would remain in the Sanitation Fund to support the operations and maintenance of the fund, **more specifically the transfer station or transfer station fees.**

The new rate was set to only accommodate the sanitation provider service fees, Town of Florence administrative fee for contract management and transfer station criteria, not for operations and maintenance of regular business within the fund.

The \$1.50 fee and 10% is recorded in the General Fund under Sanitation Administrative Reimbursement. The total amount of revenue generated in 2018-2019 was \$83,387. While this was the fee to support administration of the provider contracts, the amount is excessive to the General Fund. A new allocation should be calculated to provide an accurate reflection of General Fund administrative costs. The excess of the \$1.50 fee should be returned to the Sanitation Fund to offset the loss of revenue that was created by not increasing the customer rate when the provider raised their fee as explained in the next paragraph.

Breakdown based on 48,119 residential customers	\$73,278
Breakdown based on commercial customers	\$10,109

The \$2.37 fee based upon 48,119 customer charges for the year is \$114,042.

The result of decreasing the difference between the increase in provider rate to residential charge of \$.63 cents for 48,119 annual customer count is a **loss of \$30,315** to the Sanitation Fund as the difference did not impact the \$1.50 that was still transferred to the General Fund.

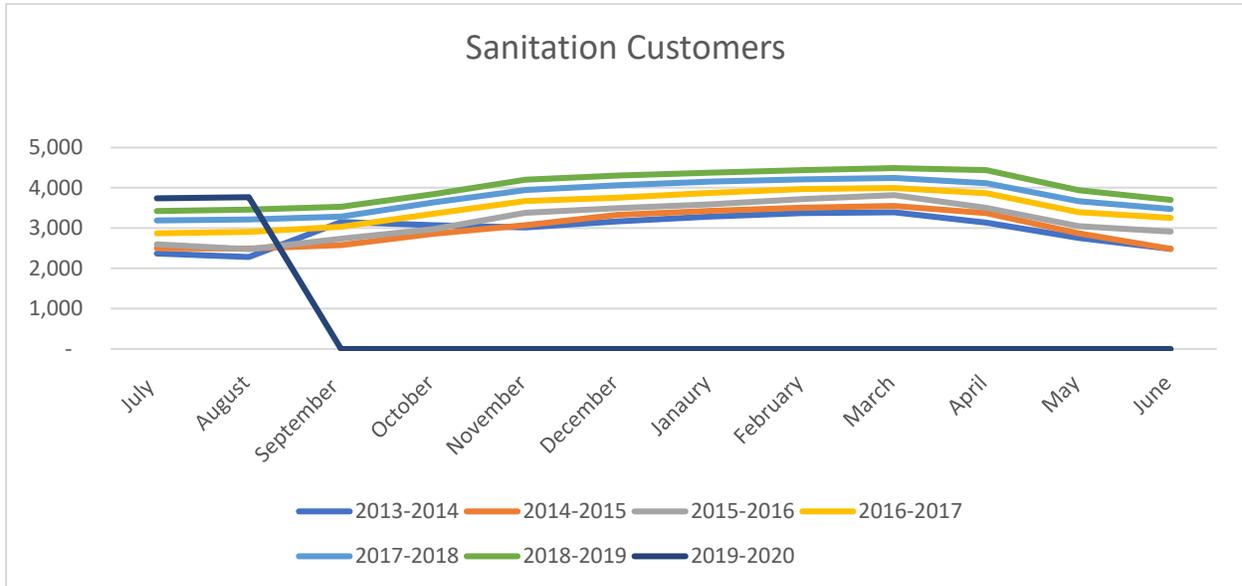
A Franchise fee also comes back to the Town of Florence for the right to do business within the Town limits. This fee is 5% of the monthly payments the Town makes to the service provider each month. In Fiscal year 2018-2019 this was \$36,537 based upon the total provider billings. An additional \$7,944 from a prior year was included in this total, but we are extracting to provide the most accurate revenue generated for the fiscal year. This is paid directly by billing the service provider.

From fiscal year 2017-2018 to 2018-2019, the average increase to residential customers was 263 accounts or an additional \$4,558 per month or \$54,696 or annually. The 2019-2020 fiscal year average increase to residential customer is estimated at 250 per month compared to the previous year. This is an additional \$4,333 per month in residential customers or \$51,990 annually.

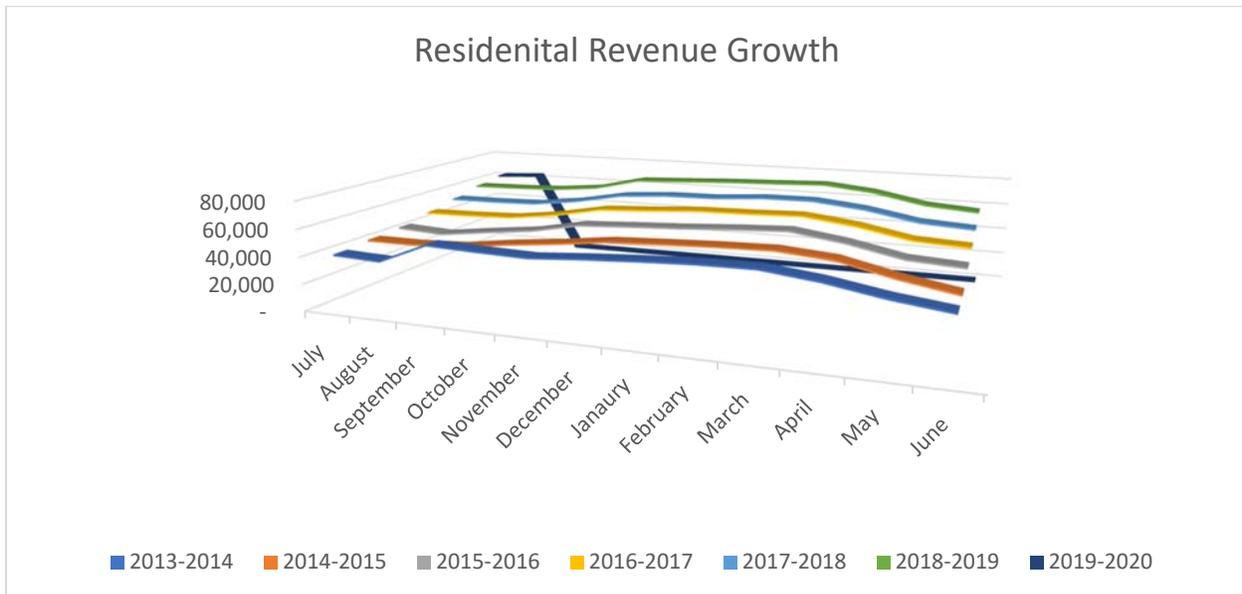
The commercial customer count has remained consistent at 54 clients per month. Commercial rates also need to be increased proportionately to the increase that was

made in the last year. They were not, resulting in some revenue loss, though not as obvious as residential loss.

Customer Growth is indicated below:



Current average customer count per month for Fiscal Year 2018-2019 was 4,010.



The growth chart above indicates the increase in residential dwellings due to additional homes built in the Anthem area.

Total Revenues for the past five years are indicated below:

	2018-19	2017-18	2016-17	2015-16	2014-15
Sanitation Fees	\$926,657	\$851,787	\$800,390	\$747,067	\$716,166
Change	\$74,870	\$51,397	\$53,322	\$30,901	
Percentage	9%	6%	7%	4%	

The total revenue is inclusive of interest earnings, equipment rental, miscellaneous revenues and sanitation fees.

Expenditure Discussion

Salaries and Wages has fluctuated across the last five years. Staffing had increased in Fiscal Years 2016-2017 and 2017-2018. In fiscal year 2018-2019, staffing was re-evaluated and dramatically cut. The following detail represents the detail of personnel costs:

Account Title	2018-19 Prior year Actual	2017-18 Prior year 2 Actual	2016-17 Prior year 3 Actual	2015-16 Prior year 4 Actual	2014-15 Prior year 5 Actual
Salaries and Wages	28,512	77,800	71,981	57,777	62,944
Overtime	29	-	(363)	4,237	3,109
Holiday Pay	-	-	2,171	868	-
Stand By	-	-	(196)	2,760	536
Car Allowance	72	234	215	-	-
AZ Retirement Contributions	(73,513)	19,122	7,396	13,618	9,102
FICA - Employer's Portion	2,286	5,621	5,671	4,712	4,842
Worker's Compensation	942	3,690	5,365	4,070	4,302
Health, Accident & Life Ins	9,625	21,597	19,033	19,451	13,487
Totals	(\$32,046)	\$128,064	\$111,272	\$107,493	\$ 98,322

Fiscal Year 2018-19 is adjusted in the AZ Retirement Contributions because of relocation of previous staffing to other funds. This credited a credit in ASRS Pension Liability in the amount of \$77,349. The sum (\$32,046) does not represent the true cost of personnel. If

the amount was adjusted to actual expenditure it would be \$45,302, indicating a decrease in personnel costs from the previous year in the amount of \$82,762.

Exhibit 2

The current staffing levels are as follows:

Employee	Percentage
WILLIAMS, CURTIS, JR.,	25%
SALAS, CHRISTOPHER	4%
MCKINLEY, LINDSEA	50%
HILLS, DAVID	1%
LOPEZ ALVAREZ, ERNESTO DANIEL	1%
WHITE, RAYMOND	1%
GARCIA, LARRY O., JR.	1%

Total budget for Fiscal Year 2019-2020 is \$86,590. I have removed two other employees that had a budget allocation in this fund totaling \$25,393. They were allocated and then reassigned. This would leave a budget balance of \$61,197. This is more than was expended in the previous year of \$45,302, but within acceptable levels. Additional consideration of staffing should be evaluated. It is recommended that possible reduction of the Curtis Williams salary be considered as he is now an employee of Community Development and has minimal oversight over the Sanitation service and possibly going to direct charge of the mechanical services instead of employees charged into the fund by allocation. This would eliminate \$26,462 in expense in salaries and benefits.

Liability Insurance was reduced this year by an allocation of premium to the five major funds by budget as follows:

General Fund	\$300,000	58%
HURF	\$ 60,000	12%
Water	\$72,000	14%
Sewer	\$64,000	12%
Sanitation	\$20,000	4%

Last year the Sanitation Fund was charged \$30,531 in liability insurance.

Professional Services-Service Provider Fees

Professional Services are broken down into residential services and commercial services. Total cost for fiscal year 2018-2019 was \$723,045.

Residential Service cost for fiscal year 2018-2019 was \$318,481. This includes extra container service, recycle service, trash service, additional billing and special dump containers. The cost of recycle service and trash service was \$313,944. Total cost for residential provider service is \$631,775.

Using the customer counts for fiscal year 2018-2019 of 48,119, if you multiply the cost of \$12.83 for 8 months and \$13.46 for 4 months the result is \$630,596. The variance is related to various adjustments made throughout the year and are minor.

Commercial Service for fiscal year 2018-2019 was \$90,621.

Commercial revenue was \$100,265. The difference between cost and revenue is \$9,644. If you take the cost of commercial service times the 10% allowance, it is \$9,062. Adding the cost plus 10% equals \$99,683, a variance of \$582 additional income that is acceptable.

We can now ensure that the cost of service is offset by the revenue collected. The proportionate share of increase though, was not made reducing a adequate margin of income.

Professional Services-Transfer Station and Landfill Fees

Cost to provide service for Landfill Fees was \$46,154. This amount is for client pick-up for trash, cuttings and materials not placed in recycle or trash containers. This cost is not added as an extra to our monthly sanitation billing of \$17.33. if it was, using last years customer count, the cost per residential customer would have been \$.96 cents per customer billing. \$46,154 divided by 48,119. This is considered part of the landfill costs calculated within the rate and cost.

The additional \$3.00 fee was specific in the computation of the customer charge. It was to be used to cover the costs of the transfer station or transfer station fees. By combining the transfer station and purpose of the transfer station fees (landfill costs) the excess funds of the estimated \$133,130 in collected \$2.37 fee is \$86,976 (\$133,130 minus \$46,154). This amount should have been put into a fund balance reserve account. By doing this, it will further reduce the amount of available cash and fund balance in the Sanitation Fund. Prior years have been evaluated and proposed reserve for future development of the transfer station for which the fee was intended.

This is the historical records of what should have been reserved from the \$3.00/\$2.37.

	Cost	Revenue	Reserve Amt
2013-2014	\$42,807	\$106,377	\$63,570
2014-2015	\$48,361	\$108,043	\$59,682
2015-2016	\$50,707	\$114,689	\$63,982
2016-2017	\$ 40,951	\$125,775	\$84,824
2017-2018	\$ 51,634	\$135,522	\$83,888

2018-2019 \$46,154 \$131,128 \$84,974
Total to Reserve \$440,920

Once you take these components out of the revenue stream, you have very little additional revenue to fund additional expenditures with. That means that you are now drawing down on fund balance.

The following represents the past history of revenues, expenses and unfunded expenditures. All funds related to Sanitation collections and related expenses have been subtracted from revenue and expense as they are dedicated to the General Fund, provider expense or transfer station restrictions.

	2019- 2020 Current Year	2018- 19 Prior year Actual	2017- 18 Prior year 2 Actual	2016- 17 Prior year 3 Actual	2015- 16 Prior year 4 Actual	2014- 15 Prior year 5 Actual	2013- 14 Prior year 6 Actual
Sanitation Fund	Budget	Actual	Actual	Actual	Actual	Actual	Actual
Total Revenue	\$ 921,300	\$ 994,476	\$ 880,619	\$ 802,616	\$ 766,960	\$ 694,280	\$ 732,208
Less Sanitation Fees	900,000	926,657	851,787	800,390	747,067	716,166	676,596
Operational Revenue	21,300	67,820	28,832	2,227	19,893	(21,886)	55,612
Total Expenditures	898,624	903,734	877,129	867,322	825,019	814,491	823,237
Less Professional Services	627,500	723,088	606,540	598,674	530,180	571,011	511,041
Less Land Fill Charges	81,000	46,154	51,634	40,951	50,707	48,361	48,361
Less Admin Fees	75,000	83,387	77,162	72,380	68,357	64,804	62,523
Less Bad Debt Expense	-	-	-	1,853	205	-	(2,000)
Less Depreciation Expense	-	4,563	1,113	4,246	19,988	21,668	70,121
Total Expenditures	115,124	46,541	140,680	149,217	155,582	108,647	133,191
Additional Expenditures							
Improvements Other Than Buildings	300,000	-	-	-	-	(1,680)	-
Land Acquisition		21,688	-	-	-	-	-
Transfer Out-General Fund	80,628	49,358	52,344	73,944	48,800	49,500	51,000
Transfer Out-Other		1,236	-	-	-	-	-
Expenditures to be Funded outside of rates	495,752	118,824	193,024	223,161	204,382	156,467	184,191
Unfunded Expenditures	\$ (474,452)	\$ (51,004)	\$ (164,192)	\$ (220,934)	\$ (184,489)	\$ (178,354)	\$ (128,579)

The unfunded Expenditures are not part of the rate computation. The fund balance is being used to support these costs.

It should be noted the budget for FY 2019-2020 was prepared in advance of final expenditures. The professional service fees will be adjusted to \$663,500 and the land fill fees will be reduced to \$45,000. An adjustment was made classifying fees to landfill when they were commercial provider services for trash. Still the professional services budget is short at least \$70,000 to last year with a slight estimated increase of \$10,000. I will also transfer the \$25,393 previously discussed as a personnel cost reduction to offset this shortage. That will leave the fund short \$44,607 in this line.

Transfer Out

The purpose of the transfer out account is to provide reimbursement to the General Fund for overhead costs related to administrative expenses. This is done by formula of a percentage of administrative accounts to total budget.

This computation is done fairly across the board to the major accounts by budget. There was a slight reduction to the initial computation to back out some expense that should not have been included. The computation is about the same as the previous year. The allocation that had been made previously, had shifted cost to the water and wastewater funds. This is not appropriate. Each fund should pay its fair share.

**General Government Intra-Town Charge
Fiscal Year 2019-2020**

DEPARTMENT	EXPENSE	PERCENT	
			**
TOWN COUNCIL	155,985	30%	46,796
ADMINISTRATION	659,647	35%	230,876
LEGAL	750,700	20%	150,140
HUMAN RESOURCES	261,195	40%	104,478
FINANCE	748,520	40%	299,408
ECONOMIC DEVELOPMENT	194,500	20%	38,900
INFORMATION SYSTEMS	667,295	30%	200,189
COMMUNITY DEVELOPMENT	612,390	20%	122,478
TOTAL	\$4,050,232		\$1,193,264

Adjusted back-FC
Adjusted out
Assessment Clerk

**Percentage allocated to other funds

Last year's expense to allocate	\$1,193,710
This year	\$1,193,264
Difference between actual expense vs last year	(\$446)

As per Manager, allocation to remain the same as last year.

USER FUND	Budget	% tot	Budget	FY 19-20 Monthly
HIGHWAY USERS	5,890,506	33%	388,481	32,373
WATER FUND	6,170,466	34%	406,944	33,912
SEWER	4,833,795	27%	318,790	26,566
SANITATION**	1,198,624	7%	79,050	6,587
TOTAL	\$18,093,31	100%	\$1,193,264	\$99,439

Exhibit 3

Revised Budget by Projection and Estimated Budget for FY 2020-2021

Fund 53 Revenue Source	Account Number	Actual 2017- 2018	Budget 2018- 2019	Projected 2018- 2019	Actual 2018- 2019	Budget 2019- 2020	Projected 2019- 2020	Budget 2020- 2021
Other Revenue								
Interest Earnings	345-682	5,183	8,000	16,200	20,818	18,000	16,000	16,000
Unrealized Gain or Loss on Investment	345-683	(195)	-		18,943	-		
Realized Gain/Loss on Invest	345-688	-	-			-		
Equipment Rental	350-475	2,280	1,700	3,500	2,660	3,000	3,000	3,000
Refuse Container Charge	350-476	-	-			-		
Gain or Loss on Sale of Assets	350-683	21,204	-	-		-		
Adjustments	350-691	1	-		8,160	-		
Recovery to Bad Debt	350-697	358	300	300	301	300	300	300
Miscellaneous Revenue	350-698	-	-		2,361	-		-
		28,830	10,000	20,000	53,244	21,300	19,300	19,300
Utility Fees								
Sanitation Fees	371-453	851,787	854,700	893,000	926,657	900,000	972,989	1,021,639
SANITATION START UP FEES	371-454	-	-			-		
Container Re-deliver Fee	371-455	-	-			-		
Miscellaneous Revenue	371-698	-	-		438	-		
		851,787	854,700	893,000	927,095	900,000	972,989	1,021,639

Transfer In	355-686				14,138			
Total Revenue		880,617	864,700	913,000	994,476	921,300	992,289	1,040,939

Expense	Actual	Budget	Projected	Actual	Budget	Projected	Budget
Account Description	2017-2018	2018-2019	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021
<i>Personnel</i>							
101 Salaries and Wages	77,800	33,190	32,200	28,512	39,397	39,397	21,310
102 Part-Time Salaries	-	-	-	-	-	-	-
103 Overtime	-	-	-	29	-	-	-
105 Holiday Pay	-	-	-	-	-	-	-
106 Standby	-	-	-	-	-	-	-
110 Car Allowance	234	240	240		240	240	240
111 AZ Retirement Contributions	8,699	3,820	3,875	(73,513)	4,661	4,661	2,580
121 FICA - Employer's Portion	5,621	2,510	2,300	2,286	2,980	2,980	1,650
123 Workman's Compensation	3,690	1,070	975	942	649	649	220
124 Health, Accident and Life Insurance	21,597	9,830	7,900	9,625	14,020	14,020	10,250
	117,641	50,660	47,490	(32,118)	61,947	61,947	36,250
<i>Contractual Service and Maintenance</i>							
201 Telephone	639	720	453	651	574	574	574

203 Reproduction and Printing	844	1,860	303	100	1,860	1,860	1,800
205 Legal Publication	29	-			-		-
206 Liability Insurance	3,500	22,380	22,380	30,531	20,000	20,000	22,000
207 Service Contracts	-	180	159	206	180	180	180
209 Vehicle Repair and Maintenance	1,142	2,710	1,080	422	1,200	1,200	1,200
211 Maintenance Other				250			
217 Professional Services	567,450	604,000	598,000	723,088	688,893	759,242	797,205
219 Financial Audit	340	-			-		-
228 Administrative Fee	77,162	66,000	39,000	83,387	75,000	87,557	30,200
230 Land Fill Charges	51,634	40,000	92,500	46,156	45,000	48,464	50,887
	702,740	737,850	753,875	884,792	832,707	919,077	904,046
Commodities							
301 Office Supplies	4	800	234	674	800	800	800
304 Uniform Allowance	733	750	750	522	750	750	750
305 Tire, Batteries, etc.	-	-			-		
306 Fuel and Oil	1,530	1,500	1,209	2,433	1,500	2,400	1,500
308 Books	-	-			-		
311 Small Tools	-	-	39	48	50	50	
312 Safety Equipment	266	300	301	302	300	300	300
314 Other	3,111	-	39	42,338	-	-	-
	5,644	3,350	2,572	46,317	3,400	4,300	3,350
Other Charges							

403 Training and Development	478	70	400	109	570	500	600
408 Other Miscellaneous	-	-	-		-	-	-
	478	70	400	109	570	500	600
Capital (581)							
507 Improvements					300,000	300,000	
508 Land Acquisitions			26,000	21,688			
Capital Outlay	-	-	26,000	21,688	300,000	300,000	-
Operating Transfer Out							
910 Transfer Out	52,344	49,360	49,360	50,595	80,628	79,050	82,000
	52,344	49,360	49,360	50,595	80,628	79,050	82,000
Total Expenses	878,847	841,290	879,697	971,383	1,279,252	1,364,874	1,026,246

Recommendations

After careful consideration of all components of the fund and the initial allocations of the fund the following revisions are as follows for Fiscal Year 2020-2021:

1. Reduce the administrative allocation to the General Fund. The \$1.50 fee designated for management of the RAD contract is excessive. The recommendation after analysis is to charge off all salary expense for two sanitation administrative employees to the General Fund department they are based in and to reimburse the General Fund for the following allocation:

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Expenditure	(1,364,874)	(1,026,246)
	(72,585)	14,693

Revenue growth is estimated at 5% as is expenditure.

A slight gain is projected in FY 2020-2021, but it is contingent upon future rate increases to the RAD rate charged to the customers, and the margin is not comfortable. The available fund balance will be depleted within two years if costs continue to increase, any revenue line fails or if any unanticipated costs are encountered within this fund. A rate to support normal operations and maintenance must be established.

Rough estimate on rate increase, based upon current customer count, 48,119

and adding 5% growth in customers or 50,524.95 customers is as follows:

Current Rate	\$17.33		
New Rate	\$18.00		
Additional Revenue	\$0.67	\$33,852	Rate adjustment 1

Current Rate	\$17.33		
New Rate	\$18.50		
Additional Revenue	\$1.17	\$59,114	Rate adjustment 2

Current Rate	\$ 17.33
New Rate	\$ 18.75

Additional Revenue	\$1.42	\$71,745	Rate adjustment 3
Current Rate	\$17.33		
New Rate	\$19.00		
Additional Revenue	\$1.67	\$84,377	Rate adjustment 4

It is contingent upon the Town how they want to move forward on the expenditures within the fund as to what rate needs to be charged.



2020 Solid Waste Rate Review Report



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I Introduction

In December of 2019, the Town of Florence (Town) retained the services of Circonomy Solutions, LLC (CS) to complete a rate design study of the Town's residential refuse collection operations (Study). The Town provides all solid waste services, including garbage, recycling and bulk collection, for residential customers through contracted private service providers

The CS team met with Town staff to initiate the study on December 13, 2019. The meeting served as a forum to confirm the scope and schedule and discuss additional data collection.

- Scope

The purpose of this Study was to determine the total cost of providing solid waste services and design rates to safeguard the financial integrity of the program. The total cost of providing services includes costs associated with operations and capital outlays.

This report provides a discussion of the methodology utilized to conduct the analysis, the cost of providing services and recommended rates to be adopted for solid waste services.

- Schedule

- Draft Report due January 17, 2020
- Final Report and Presentation due February 7, 2020
- Present to Council February 18, 2020

- Data Collection

The Town provided detailed historical data and background information on operations and practices. The information included the following:

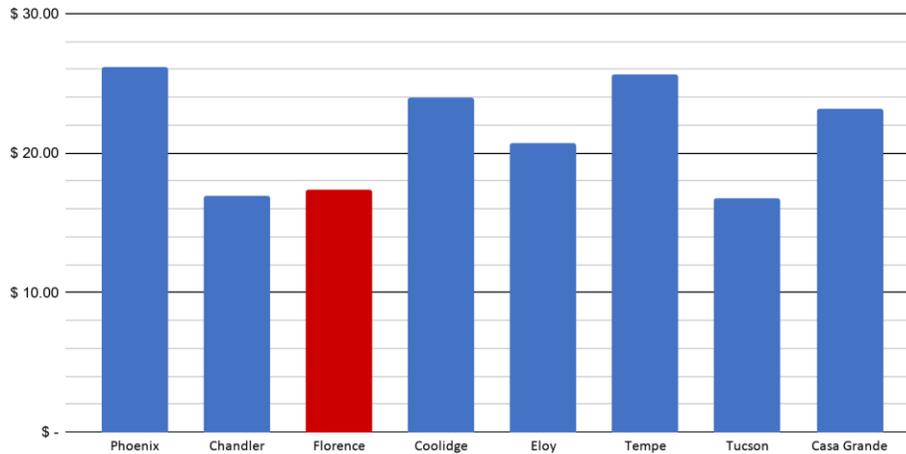
- Detailed financial reports and budgets
- Solid waste policies and ordinances
- Solid waste quantity reports
- Solid waste Contracts
- Operational and productivity data for the landfill, residential collections, and special collections

In evaluating solid waste rates, the Town's key concerns were: (1) eliminating the annual deficit, (2) ensuring that rates annually contribute enough to meet the minimum operations reserve balance, or at least meet this objective by the end of five years ending in FY 2025.

II Program Attributes and Performance

The Town strives to promote high quality solid waste, recycling, bulk collection and other services. Figure 1 compares the Town rates to other cities.

Figure 1
Solid Waste Fee Comparison



In comparing the rates with other cities, as shown in Figure 1, the Town is on the lower scale.

The solid waste rate of \$17.33 covers a variety of services to the residents of the Town of Florence. Those services include:

A. Garbage

Residential refuse services provided by Right Away Disposal (RAD) include once weekly residential garbage collection services via fully-automated collection vehicles with a combination of 96-gallon and 300-gallon carts. For FY20, RAD is projected to service approximately 3700-5000 units per week. The number of units varies with the influx of winter residents starting in November. The Town will remain the point of contact for its residents and will manage the billing responsibilities. Florence residents living in Anthem are serviced on Thursdays and all other residents are serviced on Mondays.

B. Recycling

The Town offers its residents once a week service through its contract with RAD, utilizing the same equipment as the garbage service. The number of units also fluctuate during the year. Recyclables are picked up once a week on the same day as the trash. For Florence residents living in Anthem, recycling containers are emptied every Thursday. For all other residents, recycling containers are emptied every Monday.

C. Bulk Trash

Bulk Trash is provided at no additional charge to the Town's residents. These are materials that don't otherwise fit in the containers provided. Residents must call ahead to schedule the pick-up of their bulk trash at least 24 hours in advance of the scheduled pick-up. Bulk trash is picked up on the same day every month. For Florence residents living in Anthem, bulk trash is picked up on the 2nd Wednesday of each month. For all other Town of Florence residents, bulk trash is picked up on the 1st Wednesday of each month.

D. Transfer Station Services

Town residents with active trash accounts can now dispose of bulk waste at the local Ironwood Landfill (Transfer Station) free of charge. A copy of the most recent trash bill and a Driver's License is required to dump. Residents can dump up to 5 tons per month.

E. Equipment Rental

Residents can also rent a truck from the Town of Florence for a \$95 fee. The truck is typically parked on a resident's property on Friday and collected on Monday. Residents can fill the back/container with material, and the Town would pay the dump fees associated with the truck.

F. Current Solid Waste Rates

Table 1
FY20 Rates

Code	Type	FY20
800	RAD Residential (1-week pick-up)	\$ 17.33
801	RAD 95 gallon (2-week pick-up)	\$ 17.33
803	RAD Residential (1-week pick-up) ADOC	\$ 13.17
805	RAD Additional Container -1 week pick up	\$ 5.00
810	RAD Institutional 2 Cubic Yard (1 week)	\$ 45.10
815	RAD Institutional 2 Cubic Yard (2 week)	\$ 71.50
820	RAD Institutional 3 Cubic Yard (1 week)	\$ 49.50
825	RAD Institutional 3 Cubic Yard (2 week)	\$ 93.50
830	RAD Institutional 4 Cubic Yard (1 week)	\$ 55.00
835	RAD Institutional 4 Cubic Yard (2 week)	\$ 104.50
840	RAD Institutional 6 Cubic Yard (1 week)	\$ 77.00
841	RAD RECYCLE 6 CY 1 X WEEK	\$ 33.00
842	RAD RECYCLE 4 CY 1 X WEEK	\$ 33.00
845	RAD Institutional 6 Cubic Yard (2 week)	\$ 143.00
850	RAD Institutional 8 Cubic Yard (1 week)	\$ 100.10
855	RAD Institutional 8 Cubic Yard (2 week)	\$ 191.50

III. Rate Review Process

A. Review of Hauler Contract Agreement

The Town entered into a 5-year contract with Right Away Disposal on July 01, 2013, with five one-year extensions for Solid Waste Services, Recycling Services and Bulk Trash Services.

The financial terms of the Town's Agreement appear to be standard to the industry. Section 13.7 of the Town's Agreement includes provisions for adjusting service charges according to changes in the CPI of two indices, 85% of which will be the Consumer Price Index - All Urban Consumers, CUUSA429SAO, CWUSA429SAO, Not Seasonally

Adjusted, Area: Phoenix-Mesa, Item: All items ("CPI") and 15 % of which will be the Diesel Fuel price index by the United States Department of Energy (the "DOE"). The Diesel Fuel adjustment shall be based on the most recent price as of July 1st of the then-current year as compared to the same price as calculated one year ago for Diesel Fuel (cents per Gallon), for the Phoenix-Mesa Metropolitan Area, which is a typical price adjustment measure in the solid waste industry.

B. Development of the Test Year

The revenue requirement is defined as the amount of revenue required to recover all costs associated with O&M, debt service and cash financed capital outlays. In developing the revenue requirement for solid waste services, CS used the fiscal year (FY) 2021 Projected operating budget as the basis for the "Test Year". CS worked with Town staff to compare the previous year's budget and adjust to ensure that the "Test Year" would reflect expenses that occur on a regular basis.

The FY 2021 projected budget was compared to actuals from FY 2017 through FY 2020. Through this comparison, and with input from Town staff, CS adjusted to ensure that the "Test Year" would reflect expenses that occur on a regular basis.

Table 2
FY21 Test Year

053-571-101	Salaries and Wages	\$21,310.00
053-571-103	Overtime	\$0.00
053-571-105	Holiday Pay	\$0.00
053-571-106	Stand By	\$0.00
053-571-110	Car Allowance	\$240.00
053-571-111	AZ Retirement Contributions	\$2,580.00
053-571-121	FICA - Employer's Portion	\$1,650.00
053-571-123	Worker's Compensation	\$220.00
053-571-124	Health, Accident & Life Insurance	\$10,250.00
053-571-201	Telephone	\$574.00
053-571-203	Reproduction/Printing	\$1,800.00
053-571-206	Liability Insurance	\$22,000.00
053-571-207	Service Contracts	\$180.00
053-571-209	Vehicle Repair & Maintenance	\$1,200.00
053-571-217	Professional Services	\$842,966.15
053-571-228	Admin Fee	\$30,200.00
053-571-230	Landfill Charges	\$50,887.00
053-571-301	Office Supplies	\$800.00
053-571-304	Uniform Allowance	\$750.00
053-571-306	Fuel - Oil	\$1,500.00
053-571-312	Safety Equipment	\$300.00

053-571-403	Training and Development	\$600.00
053-590-910	TO GENERAL FUND	\$82,000.00
	Total Expenses	\$1,072,007.15

C. Capital Program

Since the Town outsourced the solid waste collection and disposal services, the Capital program is minimal. However, they have started the design of a \$300k Eco Station in FY20 and hope to start construction FY21. They are also setting aside funding for capital equipment of \$100k and \$500k funding for a transfer station in collaboration with other cities in the region.

D. Determination of Billing Units

The determination of the billing units was provided by the Town staff. CS reviewed the information and adjusted based on the actuals for the first four months in FY20. Table 3 shows the adjusted forecast through FY30.

Table 3
Billing Unit Forecast

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
FY19	3,530	3,561	3,640	3,958	4,322	4,417	4,494	4,556	4,608	4,553	4,054	3,813	49,506
FY20	3,739	3,767	3,917	4,166	4,539	4,650	4,763	4,843	4,888	4,765	4,229	4,015	52,282
FY21	3,832	3,867	3,979	4,374	4,766	4,883	5,001	5,085	5,132	5,004	4,441	4,215	54,579
FY22	4,023	4,061	4,177	4,593	5,004	5,127	5,251	5,340	5,389	5,254	4,663	4,426	57,308
FY23	4,224	4,264	4,386	4,822	5,255	5,383	5,514	5,607	5,658	5,516	4,896	4,647	60,173
FY24	4,436	4,477	4,606	5,064	5,517	5,652	5,789	5,887	5,941	5,792	5,141	4,880	63,182
FY25	4,657	4,701	4,836	5,317	5,793	5,935	6,079	6,181	6,238	6,082	5,398	5,124	66,341
FY26	4,890	4,936	5,078	5,583	6,083	6,232	6,383	6,491	6,550	6,386	5,668	5,380	69,658
FY27	5,135	5,183	5,332	5,862	6,387	6,543	6,702	6,815	6,878	6,705	5,951	5,649	73,141
FY28	5,391	5,442	5,598	6,155	6,706	6,871	7,037	7,156	7,221	7,041	6,249	5,931	76,798
FY29	5,661	5,714	5,878	6,463	7,042	7,214	7,389	7,514	7,583	7,393	6,561	6,228	80,638
FY30	5,944	6,000	6,172	6,786	7,394	7,575	7,758	7,889	7,962	7,762	6,889	6,539	84,670

E. Application of Inflation Adjustments

The Town's residential solid waste, recycling and bulk trash rates are designed to be forward looking. This means that the rates need to be designed with the intention of providing the necessary revenue to cover the costs of the contractor providing the above services and administration and overhead costs. Also, the revenue should be enough for an ending fund balance equal to 2 months of expenses.

CS worked with staff to identify the inflationary adjustments that will be used to project the costs associated with the Solid Waste program.

Table 4
Inflationary Adjustments

Expense	Increase
Salaries & Wages	4%
Pensions	4%
Health Insurance	6%
Liability Insurance	3%
Disposal	3%
Professional Fees	1.36%- 4%
Other Charges	3%
Admin Fee	4%
General Fund	4%

F. Development of the Projected Solid Waste Expenses

The projected annual operational expense was developed working with the Town to project the changes in costs due to new customers, inflation, salary changes, new equipment, capital and debt services. Table 5 projects the annual expenses that the Town can expect to incur.

Table 5
Solid Waste Expenses

	FY20	FY21	FY22	FY23	FY24	FY25-FY30
Projected Expenses	\$1,394,874	\$1,222,007	\$1,299,106	\$1,542,176	\$1,344,284	\$10,587,440

G. Revenue Projections from Current Rates

CS developed projections concerning the annual amount of revenue that the Town would generate from current rates. These projections are based on the number of billing units in Table 3. Table 6 projects the total annual revenue the Town could expect to generate from current rates from the forecasted billing units shown in Table 3.

Table 6
Projected Revenue

	FY20	FY21	FY22	FY23	FY24	FY25-30
Projected Revenue	\$992,289	\$1,050,207	\$1,093,395	\$1,136,920	\$1,186,898	\$8,366,562

H. Ending Fund Balance

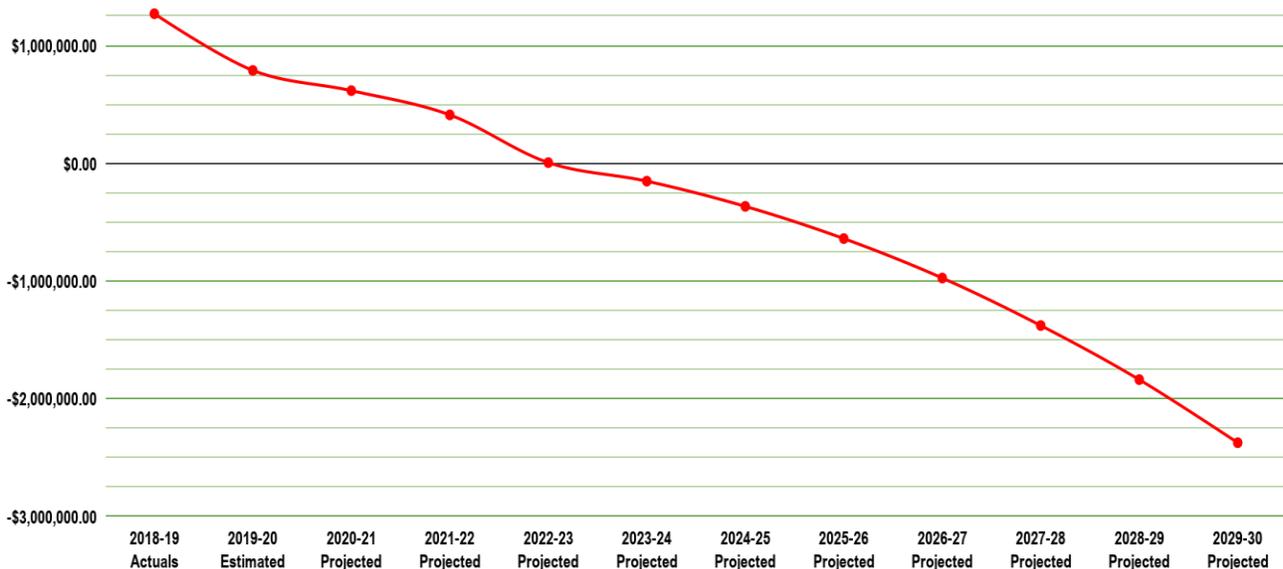
As shown in Table 7, the current fee will not be enough to recover the projected expenses and the minimum fund balance of two months' worth of operational expenses.

Table 7
Ending Fund Balance

	FY20	FY21	FY22	FY23	FY24	FY25-FY30
Over/(Under)	\$788,373	\$616,573	\$410,862	\$5,607	(\$151,779)	(\$2,372,657)

As shown in Figure 2, the ending fund balance for the Solid Waste program will be depleted by FY23 if rates stay at the current \$17.33 per month

Figure 2
Ending Fund Balance (no rate increase)



IV. Proposed Solid Waste Rates

The Town's long-term financial needs were summarized in a 10-year financial plan that forecasts the amount of revenue needed to cover operating expenses, capital, reserves, and other obligations. This plan is based on the utility's current operating budget, customer statistics and related information.

The basic objectives of the financial plan were:

- Meeting Operations Costs: The solid waste utility must generate enough revenue to cover the expenses of solid waste operations, including RAD's contracted services. For FY20, the revenue requirement is approximately \$1.4 million.
- Maintaining Adequate Reserve Funds: The solid waste utility at the beginning of FY19 has a healthy reserve fund balance of about \$1.27 million. However, without rate

increases, this balance will fall to less than the recommended minimum reserve target of 2 months of operating expenses by the end of FY23.

The proposed rates provided in this section are based on three options;

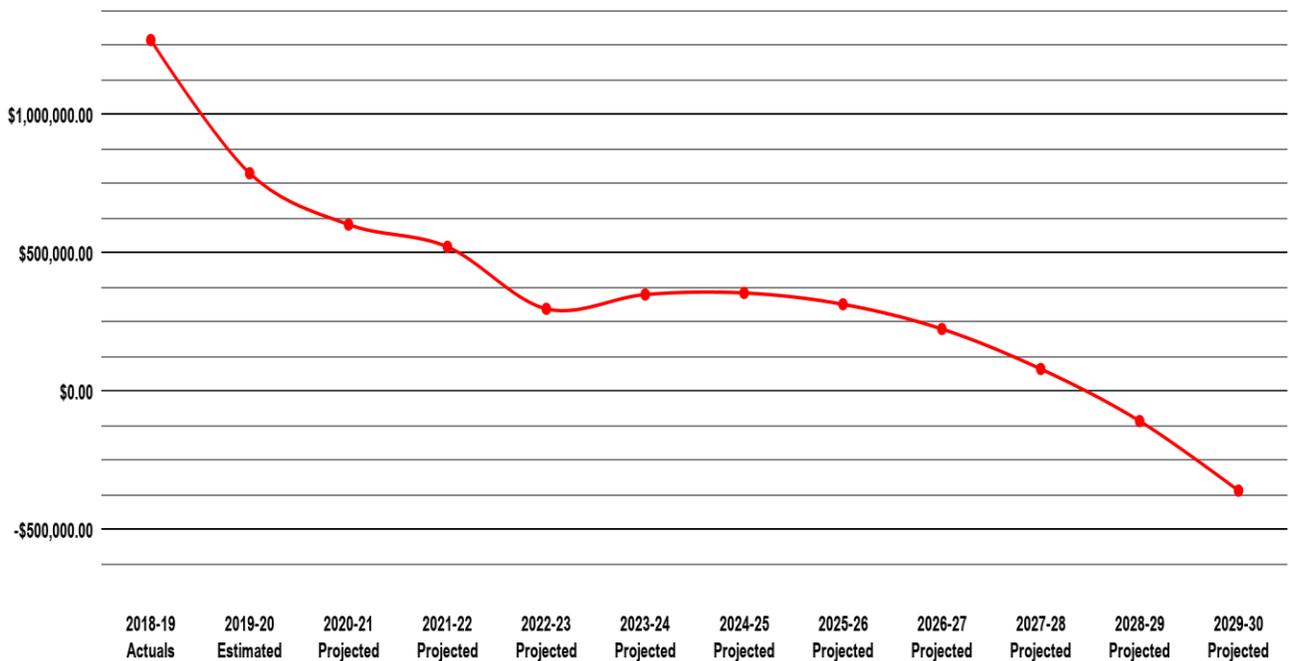
- Option 1 - The Town can continue to leave rates at the current rate of \$17.33. However, within three years the General-Purpose Fund will need to supplement the program every year. The Town will need to set aside approximately \$2.4 million over the ten-year period.
- Option 2 - Table 8 shows the proposed rates assuming the Town would continue to fund all services including all Capital Improvement Program and Capital Equipment with cash.

Table 8
Proposed Rates

	FY20	FY21	FY22	FY23	FY24	FY25-FY30
Proposed Rates	\$18.08	\$19.08	\$20.00	\$20.5	\$20.5	\$20.5

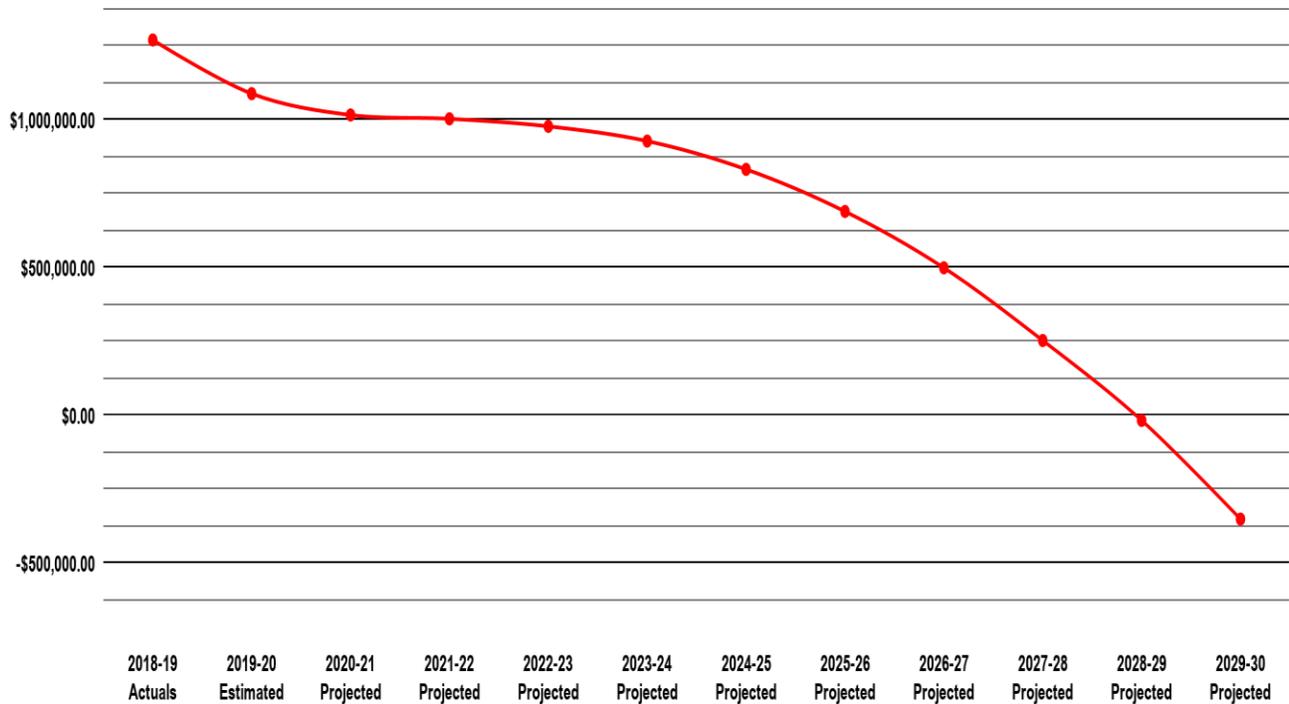
Based on the proposed rates for Option 2, Figure 3 shows the projected ending fund balance.

Figure 3
Ending Fund Balance (Cash Fund)



- Option 3 - Using the same proposed rates as shown in Table 8 and assuming the Town would debt fund the capital improvement program and capital equipment, Figure 4 shows the projected ending fund balance.

Figure 4
Ending Fund Balance (Debt Funding)



V. Recommendations

- Increase Residential Fees to the following:
 - FY20 - \$18.08
 - FY21 - \$19.08
 - FY22 - \$20.00
 - FY23 - \$20.50
- Recommend the Town maintain an ending fund balance equal to two months of operational expense
- Increase Residential Fee for ADOC equal to Residential Fee
- Increase second container to half of Residential Fee
- Increase Commercial Fee 10% above RAD costs
- Review Fee Forecast yearly
- Recommend the Town consider debt funding Capital Equipment and CIP projects.
- The RAD contract will expire by 7/1/2023. Town will need to start procurement process by January '22 so the contractor will have time to procure equipment for a start date of July '23.

Notice of Intention to Increase Sanitation Rates and Fees



The Town of Florence is notifying citizens of its intention to increase sanitation rates and fees. A Public hearing will be held to receive citizens comments on April 20, 2020, at 775 N. Main Street, Florence, AZ 85132, in the Town of Florence Council Chambers at 6:00 P.M.

Description	TOF Current Rate	TOF Recommended New Rate	TOF Rate Increase \$	TOF Rate Increase %
Residential (1 pick-up per week)	\$ 17.33	\$ 18.08	0.75	4.3%
ADOC Residential (1 pick-up per week)	\$ 13.17	\$ 18.08	4.91	37.3%
Residential Additional Container (1 pick-up per week)	\$ 5.00	\$ 9.04	4.04	80.8%
Institutional 2 Cubic Yard (2 pick-ups per week)	\$ 71.50	\$ 76.10	4.60	6.4%
Institutional 3 Cubic Yard (1 pick-up per week)	\$ 49.50	\$ 52.68	3.18	6.4%
Institutional 3 Cubic Yard (2 pick-ups per week)	\$ 93.50	\$ 99.51	6.01	6.4%
Institutional 4 Cubic Yard (1 pick-up per week)	\$ 55.00	\$ 58.54	3.54	6.4%
Institutional 4 Cubic Yard (2 pick-ups per week)	\$ 104.50	\$ 111.22	6.72	6.4%
Institutional 6 Cubic Yard (1 pick-up per week)	\$ 77.00	\$ 81.95	4.95	6.4%
Institutional Recycle 6 Cubic Yard (1 pick-up per week)	\$ 33.00	\$ 35.12	2.12	6.4%
Institutional 6 Cubic Yard (2 pick-ups per week)	\$ 143.00	\$ 152.19	9.19	6.4%
Institutional 8 Cubic Yard (1 pick-up per week)	\$ 100.10	\$ 106.53	6.43	6.4%
Institutional 8 Cubic Yard (2 pick-ups per week)	\$ 191.50	\$ 203.70	12.20	6.4%

*****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.**

MEMORANDUM

To: Mayor and Town Council
From: Brent Billingsley, Town Manager
Copy: Department Heads
Date: February 3, 2020
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: The spring activity season is upon us. The community calendar is full and with the success of POWWOW and Make a Difference Day we work toward the Historic Home Tour.

Recent event update:

- **Aquatics Job Fair – Wednesday, January 15th**
Recruitment has officially begun for the 2020 Summer Aquatics Season. Community Services presented a job fair on January 15th for potential employees. Staff requirements, expectations and other general information about working at the Aquatic Center was discussed. Seven applicants and three parents attended.
 - **Library Family Flick – Wednesday, January 15th**
The library held a free showing of a family-friendly animated movie, titled “Abominable.” The public responded to this movie by virtue of the 31 people who attended.
 - **Library Program: Leap into Science – The Wind Workshop – Thursday, January 16th**
The library hosted the first of three Leap into Science workshops as created by the Franklin Institute to promote a hands-on exploration of various themes and topics. The first program, targeting preschoolers ages 3 to 5, was attended by two children and one adult. The children performed two simple, guided experiments to learn about wind patterns and how to ask questions from a scientific point of view. The next workshop is for children ages 6 to 10, on Thursday, February 27th at 4:00 pm.
- Library Program: On the Road for 25 Years: The Colorful History of Arizona Highways Magazine – Friday, January 17th**
The library hosted former Arizona Highways Magazine publisher Win Holden for his AZ Humanities lecture, sharing the history of the publication. A good turn-out of 34 people attended this presentation, which covered the evolution of a

brochure produced by the Arizona Highway Department into one of the most respected publications in the world.

- **Historic Florence's Third Friday – Friday, January 17th**

The downtown business owners hosted another “Historic Florence 3rd Friday” on January 17th from 5:00 p.m. to 8:00 p.m. The Community Services Department now books the bands for these events. A U2 Tribute Band, called Wide Awake performed on the county lot at 6th Street and Main. The American Legion had an extension of premise that included the lot and the Legion also presented a Cornhole Tournament which had 10 to 15 teams. The Legion held a steak fry and sold 125 steaks. Other food vendors included a Taco Truck and Fry's Kettle Korn. Business owners were pleased with the event and attendance.

- **Florence Makes a Difference Day – Saturday, January 25th**

Approximately 100 volunteers participated in the 3rd Annual Florence Makes A Difference Day. Volunteers represented the following organizations:

- Valley Farms 4-H
- Florence & Anthem K-8 NJHS
- 2 Latter Day Saints Churches
- Desert Rock Church
- Florence Teen Council
- Pinal County Mounted Posse
- Several individuals

Volunteers gathered at 7:00 a.m. in the Community Center for project assignments and then left for their specific areas. Those projects included:

- yard cleanup for six senior citizens
- assistance with UofA Cooperative Extension at the Community Garden
- cleanup along Butte from Main and from Butte to the “Y”
- cleanup and trail maintenance of “F” Mountain
- cleanup of the Charles Whitlow Rodeo Grounds
- chopped weeds along the Home Tour route
- designed many Valentine's Day cards for kids in the Children's Hospitals and Senior Citizens

UofA Cooperative Extension piggy-backed our event and hosted “Get Out and Play Florence.” They offered various games for children and handed out goody bags consisting of oven mitts, measuring cups and various resources for families. The Town hosted a volunteer appreciation luncheon at Padilla Park at 11:00 a.m. to show our gratitude to all the volunteers. Overall, the event was a rousing success judging by the number of volunteers, their input and the various completed projects in our community.

Economic Prosperity: The Town is participating in the Maricopa Association of Governments icount2020 campaign that focuses on census promotion in the Phoenix metro area and Pinal County. The Florence Census Complete Count Committee is now meeting on a monthly basis and will focus on public outreach for the next four to five months. Local promotional efforts will include outreach to employees and residents through our major employers, banners, booths at special events, and social media posts. This is the first census where residents can complete the form online. Census forms will be available online beginning March 12, 2020 and the official census day is April 1, 2020. In addition to online, residents may participate via mail or phone. All

residents are encouraged to complete the census because Arizona receives approximately \$3,000 in federal funding per person based on the census count.

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:

- Regional Transportation Plan Update
- Spirit Loop Ach Culvert 4.1 acceptance
- Felix Road acceptance
- Redevelopment Plan Update
- Town Fee Schedule Update
- Assignment of SOCs (Florence Gardens)
- General Plan Working Paper Number 1
- McClure Consulting Economic Development Report
- Town Purchasing Code Update
- Growing Water Smart Report
- Solid Waste Study

Partnerships and Relationships: On January 15th, Town Council and staff participated in the groundbreaking for the new Pinal County Development Services Building. This new 48,838 square foot facility will be a prominent part of Florence and Pinal County's future. Vice Mayor Anderson provided a "keynote" speech on behalf of the Town and the Florence Town Council.

The next groundbreaking will be for a new 55,940 square foot County Attorney's Tower and is anticipated in the next few months.

Transportation and Infrastructure: The Public Works Department has several projects ongoing but three are of particular interest.

- **CIP GG-25 - Silver King Balcony Repairs**
 - Motley Design Group –egress designs - Complete
 - Electric
 - Fire suppression
 - Door hardware
 - 4.25.2019 – Advertised Formal Bid
 - Bids greatly exceed Town budget – revisions to construction documents are occurring
 - Exterior staircase extension scheduled for HDAC on 1/29/2020
- **CIP T-41 – Pinal Street Drainage (aka Main Street Butte to Ruggles Ditch)**
 - Notice to Proceed -T Y Lin
 - Design underway
 - Alternatives being evaluated
 - Draft report submitted
- **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 completed
 - Staff has reviewed 60% plan and providing comments on 10/23
 - Submittal is scheduled for January 31st.
-
- **CIP WU-23 - 2B Outfitting**
 - Tie-in Well 2B to distribution system
 - New sand filter at Well 2B
 - Ellison-Mills to complete piping work – start January 2020

Upcoming Events/Meetings/Forums:

Date	Time	Event	Host	Venue
January 31 st	7:00 a.m.	Annual Yard Sale	Senior Center	Dorothy Nolan Senior Center
February 8 th	10:00 a.m.	Historic Home Tour	Parks & Recreation	Historic Downtown Florence
February 8 th	10:00 a.m.	Quick Draw (Artist Event)	Parks & Recreation/Arts & Culture	Suter House
January 31 st	7:00 a.m.	Annual Yard Sale	Senior Center	Dorothy Nolan Senior Center
January 31 st	6:00 p.m.	2020 Business & Community Excellence Award Dinner	Chamber of Commerce	GreenTree Inn & Suites
February 14 th	9:00 a.m.	Memories on Main Car Show	Chamber of Commerce	Historic Downtown Florence
February 21 st	9:00 a.m.	Teen Symposium	Parks & Recreation	Library & Community Center
February 21 st	5:30 p.m.	AZ Speaks Humanities Lecture: It Takes a Nation to Heal	Library	Library & Community Center
February 22 nd	9:00 a.m.	Pooch Party	Parks & Recreation	Little League Park/Central Bark Park
February 22 nd	8:00 a.m.	POWWOW	Parks & Recreation	Aquatic Center/Library & Community Center - Parking Lot
March 4 th	3:00 p.m.	NEA Read Across America – Dr. Seuss Celebration Day	Library	Library & Community Center

*Pre-Registration Required

Success Stories:

Statewide:

- Sales Tax collections grew by 6.4% in December. Retail grew by 10.1%, and Restaurant by 10.6%. Contracting continues to see dramatic increases, as it was 18.8% over last year (and is up 17.5% year-to-date).
- Individual Income Tax collections increased by 5.4%, which would mean a larger portion of state shared revenues, if the trend continues throughout the fiscal year. Through the first six months of 2019-2020, the State is up 10.4% in income tax collections (and \$100.0 million above the forecasted total).
- HURF collections were down this month. Collections were down 2.7% compared to December of last year, and now total (\$6.5) million below the forecast. This accounts for only a .5% gain over last year. HURF is one of the few categories where the numbers are not meeting the forecasted growth but could provide some evidence as to the need of increasing the gas tax.

- In November, Arizona's 12-month total of single-family building permits was 33,134, or 8.2% more than a year ago. For Florence, the 12-month period ending on December 30th saw an increase of 66.8% over the same period last year. Florence far exceeded the number of Single-family permits issued in 2018 and ended up with 372 permits for the year -- the highest annual amount since 2008. Florence also issued more Manufactured Housing permits (18) than at any point since 2007.

Current Advertisements:

The following Requests for Proposals/Qualification are currently Open:

1. None currently

The following Requests for Proposals/Qualifications are Under Review:

1. On-call engineering services for Public Works. The solicitation seeks to contract for general civil services.
2. Electrical Services-Water and Wastewater
3. 2020-2021 4th of July Fireworks



TOWN OF FLORENCE

Community Development

224 W. 20th Street
Florence, AZ 85132

SUBMITTED DATE: January 17, 2020

MEETING DATE: February 3, 2020

STAFF PRESENTER: Larry Harmer, Community Development Director

SUBJECT: Community Development Report
December 2019

Building Safety Division

- A. Permits for December 2019
 - a. Single Family 25 [372 total for 2019]
 - b. Manufactured Homes 1
 - c. Commercial/Office/TI's 1
 - d. Misc. 39
 - Total 66**
- B. Total Single-Family Residential valuation for December: \$7,360,355.38.
- C. Current Builders:
 - a. Pulte and DR Horton in Anthem at Merrill Ranch
 - b. Wade Jurney Homes in Villa Adelaida

Code Compliance Division

- A. Compliance Notices Issued for December 2019 [Year-to-Date]
 - a. Verbal 12 (December) [302]
 - b. Written 4 (December) [115]
- B. Mitigated/Compliance 6 (December) [323]
- C. On-going 44 (December)
- D. Referred to Town Attorney 9
- E. Types of Notices: weeds, abandoned vehicles, illegally parked vehicles, motor homes and trailers, illegal campsites, general property maintenance

Planning and Zoning Division

- A. Final Plats approved by Town Council Action
 - a. December 16, 2019
 - i. AMR Unit 33 (150 lots) for DR Horton
 - ii. AMR Units 47, 49, & 51 (337 lots) for Franklin 643 LLC
 - iii. AMR Units 57 & 66 (192 lots) for Pulte Homes

- B. Planning and Zoning Commission
 - a. Recommended approval of a Condition Use Permit for Desert Rock Church located at 9230 West Franklin Road on December 5, 2019. This application is scheduled for Town Council action on January 6, 2020.

- C. 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

- D. Historic Preservation Advisory Commission
 - a. The Town has been awarded a \$10,000 Certified Local Government (CLG) Grant through the State Historic Preservation Office (SHPO) to be used to expand the Town's Historic Building Inventory. A Request for Proposals was issued and Motley Design Group, LLC has been awarded a contract to produce a SHPO approved inventory analysis on a minimum of six (6) structures that were identified by HDAC.

 - b. HDAC has been preparing for the January 13, 2020 Joint Work Session with the Town Council. Leading up to the 5:30 Work Session will be an all day event that will include a visit by representatives of Local First Arizona Foundation and the Arizona Rural Development Council. They have been invited to spend time in and around Historic Downtown Florence and provide insight at the Work Session.

- E. Special Projects
 - a. Redevelopment Plan Update:
 - Comments received at the October Open House are being evaluated and modifications will be made to the presentation and data collection. An on-line questionnaire is being created so solicit additional public input. Follow-up work is underway that will be used in an additional Open House that will

be focused on comments and interaction with Town staff and the public. Participants of the October Open House will be specifically invited and an open invitation to the public will be noticed.

b. General Plan Update:

A contract with Michael Baker, Inc. was approved by the Town Council on October 21, 2019. The contract documents have been recently executed, and a "Notice to Proceed" has been issued. The consultant has begun collecting information and data necessary for the project. January 8, 2020 will be an all-day immersion meeting that is intended to include representatives on all Town Departments. This meeting is designed to introduce all to the process and solicit initial input and discussion from staff prior to embarking on the public process.

Memorandum



To: Brent Billingsley, Town Manager
From: Bryan C. Hughes, Community Services Director
Date: January 17, 2020
Re: January 2020 Department Report

Project Updates

- The **Poston Butte Preserve Expansion Project** continues to move forward. The deadline for comments on the Notice of Realty Action (NORA) is February 3rd. The NORA formally states that the parcels will be segregated for a recreation and public purpose lease. Staff will be meeting with BLM and Gila River Indian Community to walk the site on February 19th. The site visit is necessary to finalize the Historic Properties Treatment Plan (HPTP), the Programmatic Agreement (PA) and the Environmental Assessment (EA) processes. The next conference call is scheduled for Tuesday, February 25th.

Special Events

- The **Historic Home Tour** is scheduled for Saturday, February 8th from 10:00 a.m. to 4:00 p.m. in Historic Downtown.
- The **Memories on Main Car Show** hosted by the Greater Florence Chamber of Commerce will be held on Saturday, February 15th beginning at 9:00 a.m. in Historic Downtown Florence.
- The next **POWWOW** produce event is Saturday, February 22nd from 8:00 a.m. to 11:00 a.m. at the Library and Community Center parking lot. 70 lbs. of produce for \$12 CASH.
- The **Pooch Party** will be held on Saturday, February 22nd at the Central Bark Park @ Little League Park from 9:00 to 11:00 a.m. Pinal County Animal Control will have a veterinarian onsite to do vaccinations. Additionally, there will be dogs available for adoption.



Riley was adopted by the Hughes family at the 2015 Pooch Party.

Boards and Commissions

- Arts and Culture Commission
 - The Commissioners will once again be hosting the **Quick Draw** art event at the Suter House on February 8th in conjunction with the Historic Home Tour. The event begins at 10 a.m.
 - The next meeting is scheduled for February 13th at 2:30 p.m. at the Library and Community Center.

Program Updates

- The Hanging After School program has been on break during the FUSD Winter Break. The program will resume on January 6th.
- The members of the **Florence Teen Council (FTC)** will be hosting their annual Teen Symposium on Friday, February 21st at the Library and Community Center. In addition to Florence teens, the event is open to teen councils from neighboring cities and towns.

Facility Update

The Library and Community Center will be closed to the public from Thursday, February 13th through Monday, February 17th. The facility will be closed to allow maintenance, library and recreation staff to perform routine maintenance and “spring cleaning” prior to closing for President’s Day Weekend. The facility will still be hosting pre-arranged rentals during that time.

**Parks and Recreation
Divisions Report
December 2019**

Recreation/Aquatics/Special Events Programs

Recreation Programs	Participants	Revenue	Notes
Hanging After School	10	\$420	
Breakfast with Santa	84	\$370	
Gentle Yoga for Pain and Fatigue	2	\$80	
Jingle Bell Jog	45	\$1,045	
Dabble in the Arts	2	\$0	Arts & Culture Program
Christmas on Main	3,500	\$0	Special Event
Special Event Vendor			\$25 fee
Special Event Vendor	2	\$100	\$50 fee
HT1/4 Page Ad	1	\$50	Home Tour Ad
HT 1/2 Page Ad	1	\$80	Home Tour Ad

Aquatic Center – POS Sales

Product	Total	Revenue
Adult Lap Swim		\$
Lap Swim Fitness Members	N/A	\$
Free Pool Entry		\$
Open Swim- Adult		\$
Open Swim- Child		\$
Total Sales		\$

Fitness Center – Membership Package

Fitness Package	Sales	Renewals	Total	Revenue
Adult Monthly	9	23	32	\$640
Adult Six Months	1	0	1	\$99
Employee Membership	2	7	9	Free
Green Tree Inn	10	0	10	Billed thru A/R
Senior Monthly	10	20	30	\$494
Senior Six Months	1	1	2	\$132
Youth Monthly	0	1	1	\$13
Drop-In Fitness	9	0	9	\$54
Total	42	52	94	\$1,432

Estimated member sign-ins throughout the month: 844

Facility Use Permits

Number of Facility Use Permits	Number of Bookings	Estimated Number of Participants	Revenue Generated
49	170	4,943	\$410

Dorothy Nolan Senior Center

Activity	Monthly Total
Anthem Pharmacy	8
Bingo /Thursday	106
Back Space 3, Yahtzee, Skip Bo, Dominoes, Cards, Cribbage, Phase 10	151
Bingo- Steward Health	11
Birthday Cards	09
Breakfast Pancakes- Biscuits/Gravy -	62/125-187
Angel Care -In Service	10
Bible Study	0
Building Use	997
CAHRA	15
Crafts- with Doris – Work Of Art	0
Coolidge Shopping	09
Computer Use	15
EFNEP- Esmeralda	21
Dinner Date- Chinese	11
Dollar Store	04
Exercise with Rhoda	76
Adopt A Grandparent	100+
Grief Support	19
Guardian Angel Installation	2
Healthy Eating by Lou	04
Christmas Party/Event	37
Home Delivered meals –	276
Knit/Crochet Club	0
Lost Meals	22
Alzheimer's support Group	5
Music with Rudy	21
Retail Store	0
Spanish Class- Uno. Do's tres – Beginners	07
Senior Donation Account Meal Participant – Taco Bell	17
Staff Cooked meals & senior meal	85/17-102
Illumination Christmas Lights	36
Volunteer Hours	189.5
Wii bowling /Volleyball Wii Tournament	47
Anthem Pharmacy	8

Accomplishments:

The Center served **387** meals to participants. We had **4** new seniors register this month. Daily rides to the center were provided for **259** riders. The Center had **130** participants on trips, and we did **15** errands, for a combined total of **142** trip riders. We traveled a total of **1,755** miles.

The Give A Lift Program had **9** volunteers who delivered medical transportation trips to **10** participants resulting in **59** trips and **1,038** additional miles (639 miles in personal vehicles, 399 miles in SC vehicles) and additional **54.5** volunteer hours. Vehicle Sharing resulted in **63** additional riders.

Florence Community Library

December Statistics

- 13,641 total items were circulated in December.
- 82 library cards were issued.
- 669 patrons signed up for use of the computer lab computers.
- 2,081 wireless sessions were held.
- 160 person(s) attended 15 program(s) presented by the library.

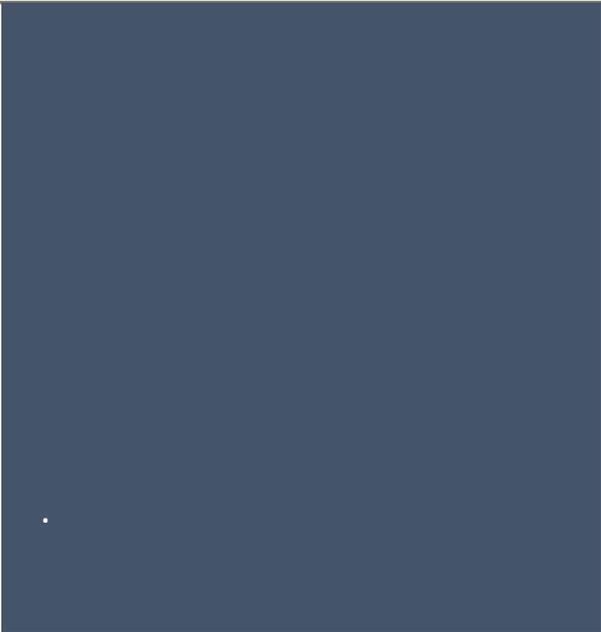
December Activities

12/3/19	Family Storytime
12/4/19	Family Craft
12/4/19	Code Club, in partnership with Girls Who Code
12/4/19	Book Club
12/6/19	The Great Arizona Puppet Theatre presents The Christmas Mouse
12/6/19	Adult Coloring
12/6/19	AZ Humanities Presentation: Mescal Agave Use in Arizona
12/10/19	Family Storytime
12/10/19	Library Manager Jasper Halt attended a meeting of the Pinal County Business & Education Committee
12/11/19	Family Flick
12/13/19	Library Manager Jasper Halt attended a meeting of the Pinal County Library District
12/13/19	Adult Coloring
12/18/19	Grinchmas Party
12/19/19	Create Together!: Candy Cane Wreaths
12/20/19	Adult Coloring
12/21/19	December Library Movie
12/25/19	Closed for Christmas
12/27/19	Adult Coloring

Pinal County Library District App

The Pinal County Library District has rolled out its new library app for both Apple and Android devices. Search for "PCLD" to download this to your tablet, phone, or other mobile device. The PCLD app allows patrons: to search the library catalog for the entire county, or to limit a search to just one library; to access their library accounts; to view the events calendar, either by library or for the entire county; to download materials such as eBooks or downloadable audio books; to view the library's research databases; and more!

For more information about Florence Community Library services or activities, please contact the library at (520) 868-8311.



COURT FINANCIAL REPORT

DECEMBER 2019

IRENE ENRIQUEZ – Court Administrator

ACCT#	DECEMBER 2019	DECEMBER 2018
010-340-575 Court Fines & Fees	\$ 10,566.97	\$ 12,067.08
010-204-000 State Surcharges	\$ 6,125.71	\$ 7,109.77
010-202-000 State JCEF	\$ 385.45	\$ 431.07
532-350-573 Local JCEF	\$ 207.55	\$ 232.12
010-250-038 State Fines	\$ 4,302.60	\$ 1,980.04
010-203-000 Justice Court Fee	\$ 35.27	\$ 41.70
010-203-300 DPS	\$ 4.00	\$ -
010-338-486 Florence Police Fund	\$ 391.52	\$ 789.33
010-260-000 Restitution	\$ 438.96	\$ 230.21
010-206-000 Bonds	\$ 1,088.00	\$ 100.00
010-340-578 Public Defender Fee	\$ 213.64	\$ 77.97
010-340-489 Jail Housing Fee	\$ 1,896.47	\$ 1,329.42
010-340-499 General Fund	\$ 41.00	\$ -
010-202-500 ZFAR1	\$ 882.60	\$ 856.28
010-202-501 ZFAR2	\$ 391.93	\$ 284.42
010-209-000 Victims Rights Enforcement	\$ 290.72	\$ 82.21
010-206-100 Overpayment Refund	\$ -	\$ -
TOTAL COURT REVENUE	\$27,262.39	\$25,611.62
County Revenue	\$ 35.27	\$ 41.70
Varioud Pd Agencies	\$ 4.00	\$ -
State Revenue	\$ 12,379.01	\$ 10,743.79
Town Revenue	\$ 13,317.15	\$ 14,495.92
Restitution & Bonds	\$ 1,526.96	\$ 330.21
Total Monthly Revenue	\$ 27,262.39	\$ 25,611.62

6.45% Increase from 2018

Florence Municipal Court Citation/Complaint Totals

DECEMBER 2019

TOTAL COMPLAINTS FILED: 54

Citations: 54

Longform Complaints: 0

BREAKDOWN:

CIVIL TRAFFIC VIOLATIONS: 39

MUNICIPAL CODE: 0

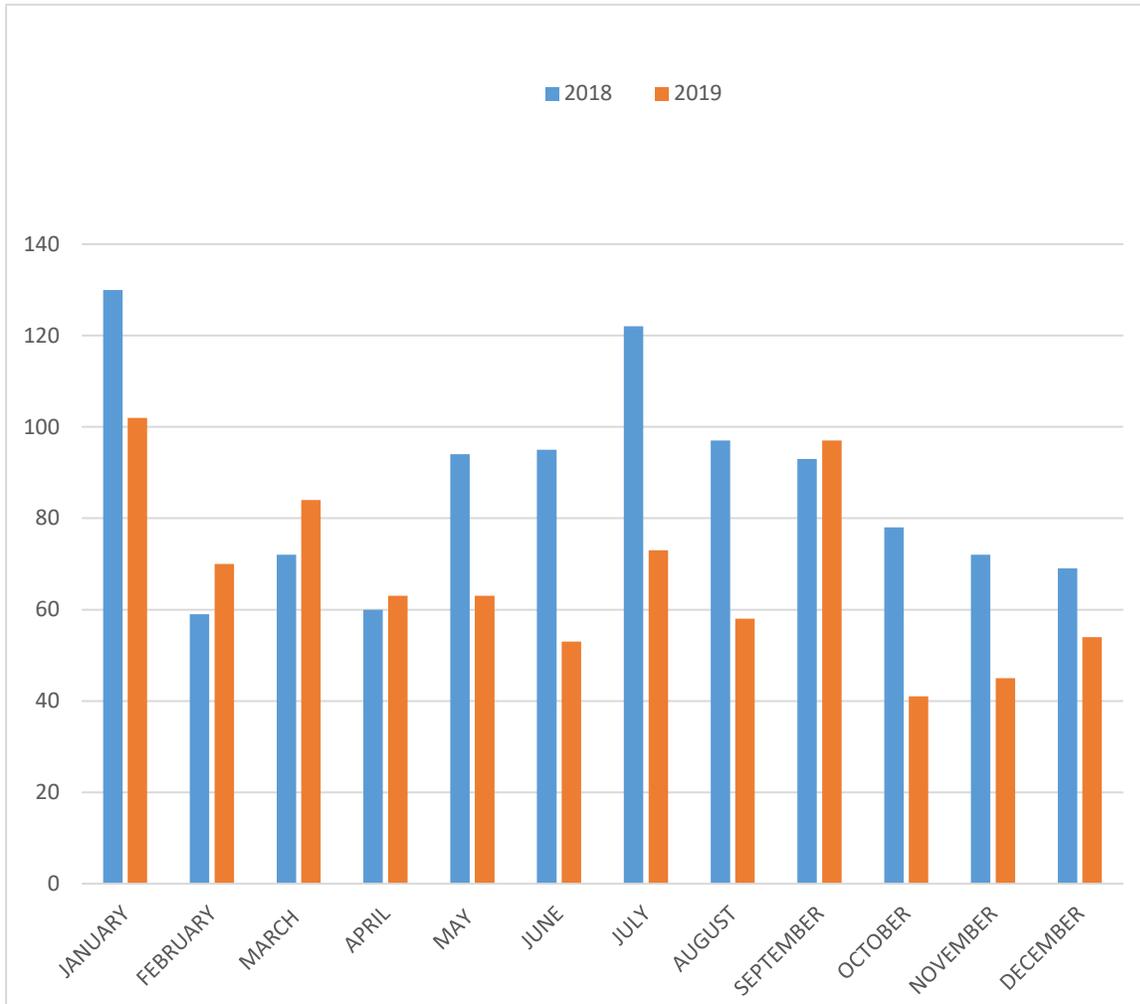
CRIMINAL TRAFFIC: 6

CRIMINAL: 7

DUI: 2

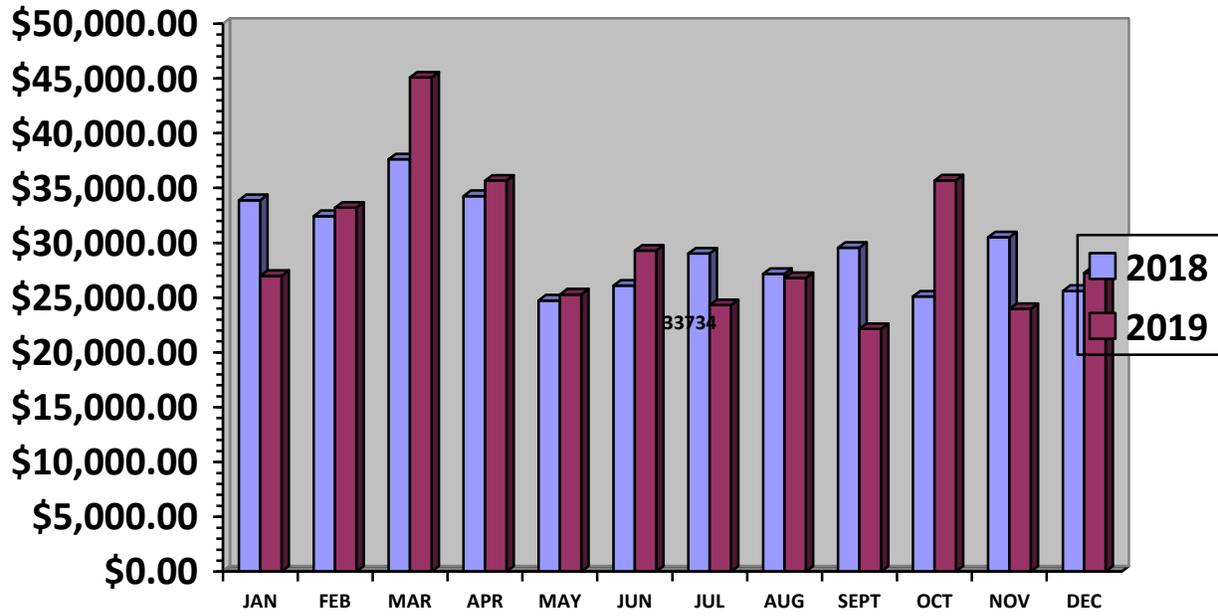
DOMESTIC VIOLENCE: 0

CITATION/COMPLAINT INTAKE



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
2018 –	130	59	72	60	94	95	122	97	93	78	72	69
2019 –	102	70	84	63	63	53	73	58	97	41	45	54

REVENUE



Memo

To: Honorable Mayor and Town Council
Brent Billingsly, Town Manager
Lisa Garcia, Deputy Town Manager

From: Rebecca Jimenez, Interim Finance Director

Date: January 16, 2020

Re: Finance Department Report

Finance Department Update

Budget

The Capital Projects Budget documents have been submitted to Finance and we are in the process of updating our files and preparing the projects for review. The operating budgets are being submitted and reviewed by Finance.

With the news of loss of population at the state prison, we will be looking at the impact on our budget. This will require revenue reductions starting in Fiscal Year 2020-2021, the budget year we will be preparing for you.

Finance Reports

We are reviewing mid-year financial information and making sure that budgets are flowing as planned. Within each budget, if we have overages in one-line item, monies must be moved from another. We made sure that we are following our budgets and staying within the adopted amounts.

In cases where unexpected expenditures have occurred, we will provide recommendations to management for resolution. This could require council approval, but that would be submitted for your consideration.

Staff

We are now working with a draft purchasing policy. First review had taken place and we will be providing more analysis and submitting our revisions to be considered.

Memorandum

Date:

To: Brent Billingsley, Town Manager
Lisa Garcia, Deputy Town Manager

From: Becki Jimenez, Interim Finance Director

Subject: Departmental Report - December 2019

The month of December represents 50% 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	\$7,459,007	\$16,369,437	45.57%	\$6,936,668	\$16,869,437	41.12%
Capital Improvement	\$1,273,978	\$2,253,000	56.55%	\$487,017	\$4,314,198	11.29%
Highway Users Tax	\$1,674,839	\$3,434,251	48.77%	\$1,812,357	\$6,893,944	26.29%
Construction Tax - 4%	\$153,893	\$360,000	42.75%	\$0	\$150,000	0.00%
Town Water	\$2,194,754	\$4,326,237	50.73%	\$1,984,178	\$7,560,536	26.24%
Town Sewer	\$2,001,249	\$4,530,200	44.18%	\$1,866,194	\$5,472,821	34.10%
Sanitation	\$477,333	\$921,300	51.81%	\$505,259	\$1,279,252	39.50%
Total	\$15,235,053	\$32,194,425	47.32%	\$13,591,673	\$42,540,188	31.95%

General Fund Review

General Fund Revenue	YTD Amount	Budget	% to Budget
Taxes	\$ 1,605,008.90	\$ 4,339,734.00	37.0%
licenses and permits	\$ 43,608.00	\$ 50,980.00	85.5%
Franchise Fees and Taxes	\$ 191,484.11	\$ 651,681.00	29.4%
Intergovernmental	\$ 3,655,239.05	\$ 7,771,816.00	47.0%
Civil Engineering Inspection	\$ 1,394.60	\$ 104,000.00	1.3%
Civil Engineering Fees	\$ 57,700.00	\$ 100,000.00	57.7%
Community Development	\$ 926,933.12	\$ 1,040,322.00	89.1%
General Government	\$ 42,809.23	\$ 257,567.00	16.6%
Cemetery	\$ 6,150.00	\$ 15,000.00	41.0%
Police	\$ 16,407.06	\$ 29,500.00	55.6%
Parks & Recreation	\$ 93,182.52	\$ 164,050.00	56.8%
Fines & Forfeitures	\$ 79,755.85	\$ 179,800.00	44.4%
Investment Earnings	\$ 64,276.23	\$ 235,000.00	27.4%
Fire	\$ 34,328.52	\$ 53,600.00	64.0%
Library	\$ 1,978.61	\$ 5,500.00	36.0%
Miscellaneous	\$ 23,530.91	\$ 125,415.00	18.8%
Downtown Redevelopment	\$ 520.52	\$ 2,200.00	23.7%
Government Access Channel	\$ 1,863.50	\$ 4,000.00	46.6%
Seniors	\$ 11,168.16	\$ 21,400.00	52.2%
Transfers In	\$ 601,667.84	\$ 1,217,872.00	49.4%
Total	\$ 7,459,006.73	\$ 16,369,437.00	45.6%

General Fund Expenditures Administration

Mayor and Council	\$ 76,764.31	\$ 155,985.00	49.2%
Administration	\$ 318,550.76	\$ 659,647.00	48.3%
Courts	\$ 97,471.57	\$ 236,450.00	41.2%
Legal	\$ 220,346.58	\$ 900,700.00	24.5%
Finance	\$ 379,710.87	\$ 815,755.00	46.5%
Human Resources	\$ 104,613.50	\$ 261,195.00	40.1%
Information Technology	\$ 264,627.63	\$ 667,295.00	39.7%
Economic Development	\$ 74,429.06	\$ 194,500.00	38.3%
General Government	\$ 298,408.48	\$ 1,247,283.00	23.9%
Public Safety			
Police Services	\$ 1,836,481.74	\$ 4,195,591.00	43.8%
Fire Services	\$ 1,547,340.42	\$ 3,529,355.00	43.8%
Community Services			
Community Services	\$ 1,091,729.40	\$ 2,629,304.00	41.5%
Community Development			
Community Development	\$ 288,548.23	\$ 612,390.00	47.1%
Engineering	\$ 21,099.10	\$ 103,097.00	20.5%
Facilities Maintenance	\$ 237,627.99	\$ 510,420.00	46.6%
Cemetery	\$ 5,754.88	\$ 10,900.00	52.8%
Fleet Maintenance-General Fund	\$ 73,163.84	\$ 149,570.00	48.9%
Interfund Transfers			
Transfers Out	\$ -	\$ -	0.0%
Total Expenditures	\$ 6,936,668.36	\$ 16,879,437.00	41.1%

Development Impact Fee Report

Development Impact Fees	Revenue	Use	Cash Balance
Transportation	\$ 361,734.75	\$ -	\$ 1,385,967.32
Police	\$ 223,884.41	\$ -	\$ 1,072,737.67
Fire	\$ 316,991.03	\$ -	\$ 734,769.03
Parks	\$ 461,738.15	\$ -	\$ 483,017.39
Library	\$ 8,449.74	\$ -	\$ 135,794.91
Water	\$ 48,947.58	\$ -	\$ 51,665.77
Wastewater	\$ 108,307.55	\$ -	\$ 183,276.47
Total Development Impact Fees	\$ 1,530,053.21	\$ -	\$ 4,047,228.56

Fire Department

MEMORANDUM

DATE: January 8, 2020

TO: Brent Billingsley, Town Manager

FROM: David Strayer, Fire Chief

SUBJ: Summary of December 2019 and Plans for January 2020

The fire responses for 2019-2017 are as follows:

December 2019	Location of Calls					
Type of Calls	Florence Proper	Florence Gardens	Anthem	Prisons	Mutual Aid	Totals
Brush Fires	0	0	0	0	0	1
Structure Fires	1	1	2	1	0	5
Vehicle Fires	0	0	0	1	1	2
Trash Fires	1	0	0	0	1	2
EMS	49	25	24	56	1	155
HazMat	0	1	1	0	0	1
Electrical Arching	0	0	0	0	0	0
Police Asst./Public Asst.	9	5	9	0	0	22
Unauthorized Burning	0	0	0	0	0	0
Good Intent	0	0	0	0	0	0
Controlled Burning	0	0	0	0	0	0
False Alarm/System Malfunction	5	1	3	0	0	9
Emergency Stand by (move up)	1	0	4	0	3	8
Other Calls	9	2	5	0	2	23
TOTALS	75	34	47	58	13	227

Three Year View	2019		2018		2017	
	Dec	YTD	Dec	YTD	Dec	YTD
EMS	155	2097	161	1882	153	1916
Fire Calls	9	58	1	45	8	53
All other Calls	63	981	85	1042	80	1017
TOTALS	227	3136	247	2969	241	2986

Summary of December

Fire Chief Report

- Attended all December Town Council meetings.
- Attended weekly Management Team meetings.
- Conducted weekly Fire Staff meetings.
- Held a meeting with Electrical Performance Vehicles and members of the Pinal County Office of Emergency Management regarding the utilization of their vehicles at Country Thunder on December 3rd, 2019.
- Attended a meeting with Pinal County Officials at the Pinal County Courthouse regarding the upcoming expansion on December 3rd, 2019.
- A Local Emergency Planning Committee meeting was attended by Florence Fire personnel on December 5th, 2020.
- Participate in the interview process for the Human Resources Director position on December 10, 2019.
- Attended a meeting with Brycer International regarding a service called the Compliance Engine on December 11, 2019.
- Florence Fire personnel attended a drill at the Immigration and Customs Enforcement (ICE) facility on December 11, 2019.
- Attending the annual Pinal County Historic Society Christmas Party on December 11, 2019.
- Attended Chief Hughes going away party at the Windmill Winery on December 12, 2019.
- Fire Department personnel participate in the 158th Infantry Family Day, held at Heritage Park on December 14th, 2019.
- Attended the annual Town of Florence Christmas Dinner held at the Community Center on December 11, 2019.

Division Report – Administration

Plan Reviews

- | | |
|-----------------------------|---|
| • PC-Community Development | 3 nd Review-Approved |
| • PC-Attorneys New Building | 3 rd Review-Approved |
| • Utility Plans Review | Mesquite Trails Unit 5 & 6 |
| • Off-Site Improvement | Mesquite Trails |
| • McDonalds Anthem | Tenant Improvement 1 st Review |

Inspections

- Sunrise Apartments Annual Life Safety
- The Buttes Apartments Annual Life Safety
- Desert Palms Apartments Annual Life Safety
- 2601 Pinal PKWAY Annual Life Safety
- 2601 Pinal PKWAY Tent Permit
- Sun Life Medical Annual Life Safety
- A&M Pizza Post Fire Site Inspection
- 31 N Pinal PC Attorneys Post Flood Inspection
- 31 n Pinal Knox Box Inspection
- 350 N Main Knox Box Inspection

Meetings

- Pinal County Attorneys Existing Building Post Flood Fire Watch Plan
- Pinal County Attorneys New Building Security and FD Access
- PC-EOC Country Thunder Planning Meeting (Evacuation Plan)
- Music Festival Per-Application Meeting

Special Assignments/Projects

- Wireless Fire Alarm Project-On going
- Driver Operator Training Task Book Program
- PD/FD Meeting Updates
- Engine Company-Response Guide and Safety Survey project (training)
- FD-Training and Professional development

Division Report – Operations

Uniforms/Personal Protective Equipment (PPE)

- Captain Jabara ordering for Tracking System for implementation
- Gloves Ordered For New FF
- Helmets and Front Shields Recieved for New FF's
- New Turnout Spec
 - 3 Members custom sized for new turnouts

Communications Equipment

- Image Trend Implementation and full integration complete
 - Continued support from BK Squared to finalize customization
- Mobile Radios in Programming Stages with Eng. Harrison Handling Regional Capabilities
- MDC quote used for future planning of MDC replacement
- MDC Swap from Shop 142 (New Chief Truck) to Shop 139 (Bucket)
 - Successful AVL showing on L-542

Emergency Medical Services (EMS)

- EMS Committee working on Image Trend Data Captures
- Corey Usher Medical Coordinator
- Mike Scherm EPCR Data Manager
- Obtaining Premier EMS Agency Designation!!!
- Implementation of CQI Procedures and Feedback
- Outdated Drugs Restocked
- Contract Pending for Florence Anthem Hospital Drug Re-Stock
- Working on Protocol Enhancement of Pre-Hospital Sepsis Protocol. Partnering with Mt. Vista Residency Program. Proposing to Start a Study Using Better Detection Equipment and Enhanced Procedures Greatly Affecting PT Survival of Sepsis Events.
- Approval of RSI by Mt. Vista
 - Current Status: Mt. Vista Making Department Specific Protocols and Re-Stock Procedure
- New Supplies Received All Monitors Standardized and Updated
 - BP Tubing
 - BP Cuffs 3 Sizes
 - 12 Lead Cables
 - 4 Lead Cables

Training

- Engineer Test Postponed
- Planning for Nozzle Forward and RTF in House Training
- Planning for Attendance to East Valley Commanders
- Planning for Attendance to High Rise Tactics at Gilbert Fire
- East Valley Ladder Training

Special Projects

- CERT Training New Class Starting in January Facilitated by FF Adamczyk and Eng. Scherm
- Working on Capstone Project for NFA “Decon Procedures and ‘Cleaner Cab’”
- Working on Wellness Division Proposal
- Part Time Members Completing Shadow Shifts

- Fitness Committee Took Donation of Equipment from Marathon Fitness
- Fire House Subs Grant Received for Purchase of RTF Equipment.
 - Working with FX Tactical for Gear

Town Committees

- Health and Safety
 - Committee met to discuss liability coverages by Town of Florence
- Employee Incentives Committee
- Grants
- Timekeeping and paperless review
- Local Emergency Planning Committee (LEPC)
- Emergency Communications
- Public Safety Planning Group

Public Education and Community Risk Reduction



ARIZONA DEPARTMENT
OF HEALTH SERVICES

PREPAREDNESS

December 17, 2019

David Strayer
Fire Chief
Florence Fire Department
72 East 1st Street
Florence, AZ 85132

SUBJECT: PREMIER LEVEL EMS AGENCY CERTIFICATE – NEW RECOGNITION STANDARDS

Dear Chief Strayer:

On behalf of the Arizona Department of Health Services and the Bureau of EMS and Trauma System (Bureau) please accept this certificate signifying that the *Florence Fire Department* has met the requirements as a *Premier EMS Agency* under the new recognition standards approved by the EMS Council on September 27, 2018 (see list below). Your PEAP certificate number is **R19-008**.

The New PEAP Recognition Standards include:

- An electronic patient care report (ePCR) system that submits all incidents/patient contacts to AZ-PIERS consistent with current data submission guidelines.
- Attestation of a committed and empowered QA team that reviews 100% of incidents/patient contacts associated with the following time-sensitive emergencies:
 - Suspected Opioid Overdose
 - Out-of-Hospital Cardiac Arrest (OHCA)
 - ST-segment Elevation Myocardial Infarction (STEMI)
 - Stroke
 - Major Trauma
 - Pediatric Resuscitation (criteria are pending development via a new workgroup under TEPI)
- Attestation of commitment to use data for optimizing patient care, including a process/system using ePCR data to develop training, education, and policies that enhance patient care.
- Agency annually updates the Bureau Automated Online Services portal with an accurate list of agency affiliated EMCTs, medical directors, EMS coordinators, and other associated personnel.
- *CON holders only: Attestation of having a policy in compliance with the Safe Transport of Children by EMS interim guidance.*

Please contact me at 602-364-3188 or hardend@azdhs.gov if you any questions or need assistance. You can also contact Anne Vossbrink, EMS Data Manager, at 602-364-3164 or anne.vossbrink@azdhs.gov regarding AZ-PIERS.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Harden".

Dr. David J. Harden, JD, NREMT
Strategic Planning & EMS Recognition Programs Manager
Bureau of EMS & Trauma System

Douglas A. Ducey | Governor Cara M. Christ, MD, MS | Director



ARIZONA DEPARTMENT
OF HEALTH SERVICES

No. R19-008

PREPAREDNESS

Premier Level Agency

PREMIER EMS AGENCY PROGRAM (PEAP)

to

Florence Fire Department

Recognized December 12, 2019

Terry Mullins, Bureau Chief
Bureau of EMS and Trauma System

Dr. David J. Harden, JD, NREMT
Bureau of EMS and Trauma System

The letter below is referring to Firefighter Stephen Johnson and his participation in the A and M Pizzeria fire investigation

Good day Chief –

As a fire chief officer in FDNY, Daisy Mtn, and Tolleson I have not often met or worked with many professionals as good and dedicated and as professional as your investigator Johnson.

I do O & C now for insurance and attorneys on all sorts of fires around the west coast and although this fire was small his report and professionalism was exceptional.

Thank you and have a great day and holiday season and please let him know what my appreciation was for his hard work.

George

George H. Pickett, IAAI-CFI, CFEI
ProNet Group, Inc.
Office 800-216-7268
Cell 480-266-0908
www.pronetgroup.com

Chief,

Thank you and you team for your enthusiastic support of this project.

My biggest thrill is seeing our Town turn out, en masse, and the many people who come to see our truck and ask me specifically if we'll be there - that, is exactly what I'd hoped this project would do - just wait till we get that Historic Fire House going.

We have a professional muralist who is going to paint the south side of the museum (that hideous pukey slump block) - he did the huge whale on Central Ave in Phx if you're ever up that way.... anyway, I've already asked him about doing something on our Fire House and he's in!

Would you please send me the names and emails of the guys who worked so hard on our truck -

and thank you again Chief - I'm just floating on Cloud 9 from last night, and I don't know if you noticed, but we had 7+ 1 child from PCHS with us - that is everyone except the two San Tan valley residents including two who can hardly walk - so pretty strong showing!

Cathy Adam

Chief Strayer and Art Carlton from Pinal County Emergency Management will be co-instructing the following classes in Florence in February 2020

 ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS Division of Emergency Management State Training Offering 	
G300 Intermediate Incident Command System Event ID Number: G300-043	
Location: Pinal County Office of Emergency Management Emergency Operations Center (EOC), Bldg. F 31 N. Pinal Street, Florence, AZ 85132	Dates: February 3 - 5, 2020 8:00AM - 5:00PM on February 3 & 4 8:00AM - Noon on February 5
** This course has been deemed eligible for AZPOST continuing education credits **	
Description: This course covers Organization and Staffing, Organizing for Incidents and Events, Resource Management, and Air Operations. The following topics are included: ICS staffing and organization, including reporting and working relationships and information flow; transfer of command; Unified Command functions in a multi-jurisdictional or multi-agency incident; ICS forms; resource management; interagency mission planning and procurement. This course is recommended for persons with ICS supervisory positions.	
Mandatory Prerequisites: <ul style="list-style-type: none">• IS-0100.c: An Introduction to the Incident Command System, ICS 100• IS-0200.c: Basic Incident Command System for Initial Response, ICS 200• IS-0700.b: An Introduction to the National Incident Management System• IS-0800.c: National Response Framework, an Introduction These mandatory prerequisite courses can be found & completed online at https://training.fema.gov/is .	
Target Audience: Emergency Management staff; Local, County, State and Tribal Government Units; Fire, Law Enforcement, EMS, and Hospital providers; School Staff and Administrators; Volunteer Agencies active in disaster or exercise.	
Registration: This course requires self-registration through the State's online registration system at dematraining.az.gov . It is recommended that participants enroll no later than 14 days prior to the start of the course using the above <i>Event ID or Course Name</i> . First time users will be required to create an account prior to enrollment. <i>You must provide a valid email address and phone number for contact information.</i> Instructions are included on page 2 of this bulletin. For registration assistance, contact the DEMA Training Branch at 602-464-6225 or training@azdema.gov .	
Costs: This training offering is provided at no cost to eligible participants.	



ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS
Division of Emergency Management
State Training Offering



G400: Advanced Incident Command System
Event ID Number: G400-029

Location:

Pinal County Office of Emergency Management
Emergency Operations Center (EOC), Bldg. F
31 N. Pinal Street, Florence, AZ 85132

Dates:

February 6 & 7, 2020
8:00AM - 5:00PM both days

**** This course has been deemed eligible for AZPOST continuing education credits ****

Description: This course expands upon the material covered in ICS-100 through ICS-300. ICS-400 focuses on large single-agency and complex multi-agency/multi-jurisdictional incident response. The course addresses area command and staff issues, as well as the planning, logistical, and fiscal considerations associated with complex incident management and interagency coordination. Course topics include: Command and General Staff; Deputies and assistants; Unified Command; Organizational relationships between Area Command, Unified Command, Multi Entity Coordination Systems, and Emergency Operations Centers (EOCs). Eligibility criteria: Persons expected to perform in a management capacity in an area command/complex incident environment.

Mandatory Prerequisites:

G300: Intermediate Incident Command System, ICS 300 (presented in classroom format only).

Target Audience: Emergency Management staff; Local, County, State and Tribal Government Units; Fire, Law Enforcement, EMS, and Hospital providers; School Staff and Administrators; Volunteer Agencies active in disaster or exercise.

Registration: This course requires self-registration through the State's online registration system at dematraining.az.gov. It is recommended that participants enroll no later than 14 days prior to the start of the course using the above *Event ID or Course Name*. First time users will be required to create an account prior to enrollment. *You must provide a valid email address and phone number for contact information.* Instructions are included on page 2 of this bulletin.

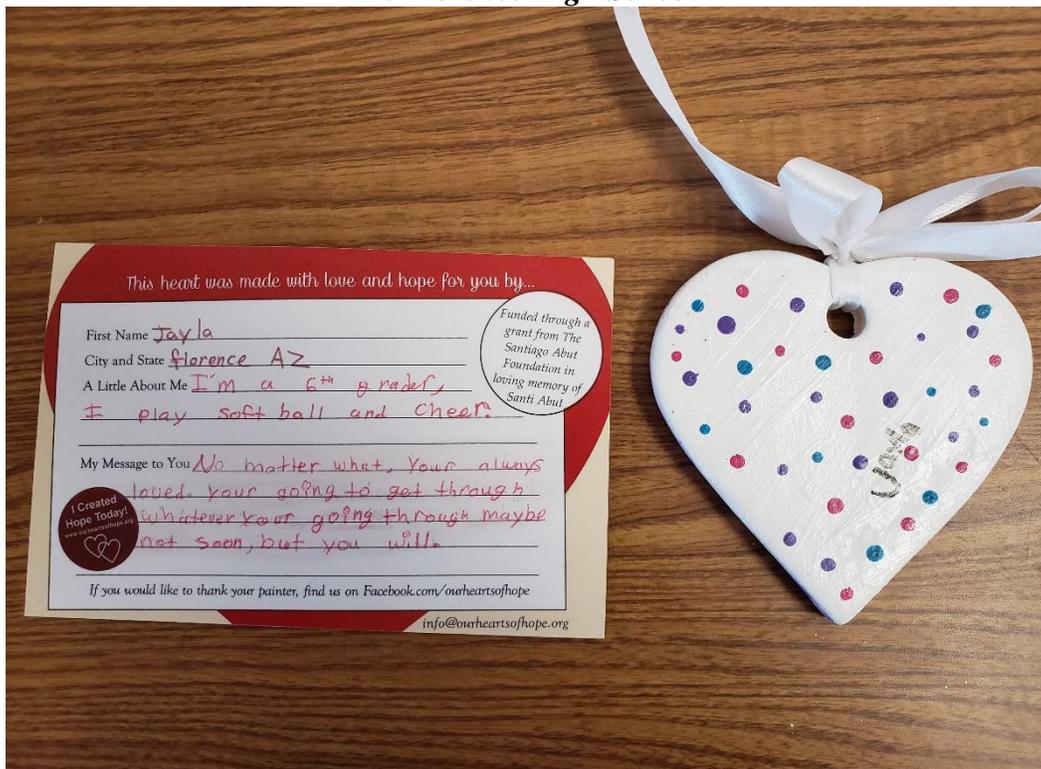
For registration assistance, contact the DEMA Training Branch at 602-464-6225 or training@azdema.gov.

Costs: This training offering is provided at no cost to eligible participants.

FD Personnel decorated and drove the Historic Fire Engine in the Christmas Light Parade

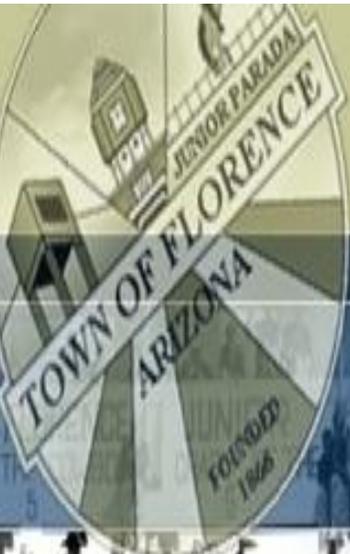


FD Personnel were presented with a card and Christmas tree ornament from an event held at the Florence High School



Plans for January

- Annual ladder testing is scheduled for January 7-8th, 2020.
- A PD/FD Communication Meeting is scheduled for January 7, 2020.
- A General Plan update meeting is scheduled for January 8th, 2020.
- A meeting with the new Fire Chief from Rural Metro is scheduled on January 8th, 2020 at Fire Station 2.
- A meeting regarding the Town's wireless fire alarm system is scheduled for January 10th, 2020.
- A meeting with Mark Cowling regarding the Premier EMS program is scheduled for January 9th, 2020.
- A joint meeting with Council and Historic District Advisory Committee is scheduled for January 13th, 2020
- A meeting with the Coolidge Fire Chief is scheduled on January 14th, 2020.
- A Pinal County Communications Committee meeting is scheduled for January 15th, 2020.
- A grant information seminar is scheduled in Mesa on January 21, 2020.
- An Accreditation and Credentialing Consortium meeting is scheduled in Tempe for January 23, 2020.



THE HISTORIC TOWN OF FLORENCE *Arizona*



December 2019

FLORENCE POLICE DEPARTMENT

Bruce Walls, Chief of Police
425 N. Pinal Street.,
P.O. Box 988
Florence, AZ 85132
Phone: 520-868-7681

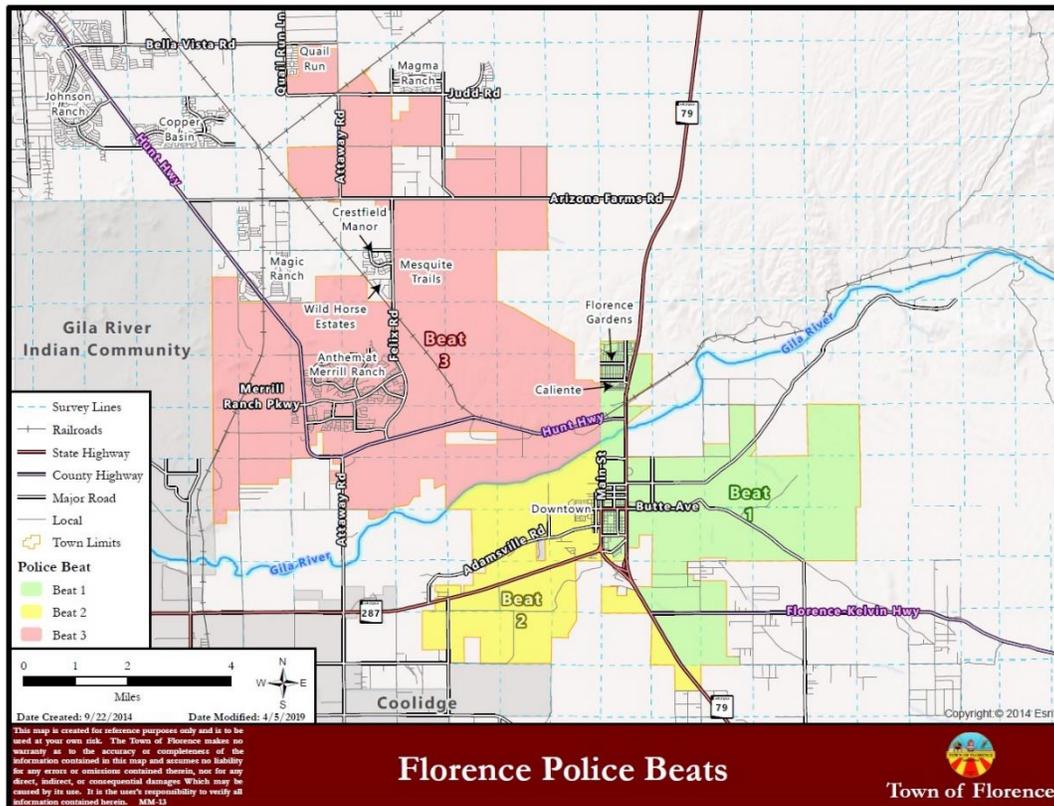


“The men and women of the Florence Police Department stand firm in our pursuit for justice and public trust. We will stay true to our mission of providing service and safety to our community with honor, respect, and integrity. We are committed to providing fair and equal treatment to those we encounter.”

Florence Police Department Monthly Report

December 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>		
Cindi Goodson	Dispatcher	12/18/19
<i>Vacancies</i>		
2 Full-time	1 Patrol Supervisor, 1 Officer	Open continuous
4 Full-time	Dispatcher	Open continuous

Completed written testing of two recruit applicants. No certified applications available. Testing is scheduled for 2 dispatcher candidates and 1 oral board will be conducted in January.

CHIEF OF POLICE

Chief of Police, Bruce Walls attended the following meetings during the month:

- Town Council Meetings
- Management Team Meetings
- Weekly FPD Administrative Meetings
- 29th Annual Anti-Drug Poster Contest
- Fire and Police Communications 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.

Support Services

The Support Services Manager had the following monthly activities:

- Employee evaluations
- Review of policies (on-going)
- Laserfiche project (on-going)
- Dispatch testing/hiring
- Review of Budget (Capital Improvements)
- Budget Review & Preparation for next Fiscal Year
- Support Services Sections – 2020 Goals

Communications

The Dispatcher Supervisor had the following monthly activities:

- 4 full-time Dispatcher positions vacant
- 1 Dispatcher in training
- Oral Board scheduled
- Scheduling and testing new applicants
- Revision of draft policies and procedures
- Worked on Superior Fire Department 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	42	20	30	92
Crime Stop Line	0	0	0	0
Officer Report	157	74	144	375
In Person	65	3	5	73
Radio Transmission	2	0	3	5
State TT/NLETS	0	0	0	0
Telephone	144	55	93	292
TOTAL	410	152	275	837

Average Response Time to Calls for Service

6 Month Reporting Period: July 2019 to December 2019						
	Jul	Aug	Sep	Oct	Nov	Dec
Priority 1	5:09	4:18	4:15	4:19	4:26	5:25
Priority 2	5:21	6:43	7:04	6:36	6:22	6:09
Priority 3	28:32	20:32	23:59	21:09	20:22	21:10
Priority 4	18:33	1:25:40	None	1:35:08	56:26	57:57

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	0	0	0	0	0
a. Rape by Force	0	0	0	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	4	0	4	5	3
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	1	0
e. Other Assaults – Simple	3	0	3	4	3
BURGLARY	0	0	0	0	0
a. Forcible Entry	0	0	0	0	0
b. Unlawful Entry/No Force	0	0	0	0	0
c. Attempt Forcible Entry	0	0	0	0	0
LARCENY – THEFT	6	0	6	2	1
MOTOR VEHICLE THEFT	1	0	1	0	0
a. Autos	1	0	1	0	0
b. Trucks	0	0	0	0	0
c. Other Vehicles	0	0	0	0	0
GRAND TOTAL	11	0	11	7	4
Clearance(s) by Adult Arrest	3				
Clearance(s) by Juvenile Arrest	4				

**All data presented in this report is tentative.

Property & Evidence

During the month, there were 79 envelopes/packages involved in 35 incident cases that were submitted for processing by the Property & Evidence Section.

Total evidence items: 66

Released	Stored	Destroyed	Out to lab
0	63	0	3

Total safekeeping items: 10

Released	Stored	Destroyed	Out to lab
4	6	0	0

Total disposal items: 1

Released	Stored	Destroyed	Out to lab
0	1	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
- 1 DUIs

Other considerations:

- The status of the Police Evidence Trust Fund bank account, involving \$2,115.25.
- 13 pending items:
 - 6 are for safekeeping/found property
 - 6 are pending RICO forfeiture/evidence
 - 1 is to be returned to owner, if located
- Fingerprints were taken for 51 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

Professional Standards

The Professional Standards Section had the following monthly activities:

- No complaints received.
- No internal administrative investigations initiated.
- There were 2 use of force reports for December.

Criminal Investigations Unit

Observed Offense	Assigned Detective	Case Status	Notes
# of new cases assigned this month: 7			
Citizen Assist x2	D. Helsdingen	TOT	Turned over to CIU for DOC
Death Investigation	D. Helsdingen	Closed	Natural Causes
Custodial Interference	D. Helsdingen	OPEN	Juvenile child taken from Superior Court against Legal Guardians wishes. Child recovered and returned. Incident escalated the following day in Casa Grande criminal Charges pending
Criminal Damage	D. Helsdingen	Closed	Assisted patrol get estimates on damage and repair
Agency Assist	D. Helsdingen	OPEN	Assist New York PD with two Forensic Interviews on juveniles, Primary child did not disclose. Second child did disclose. Primary now wants to disclose FI set up for 01/08/20
Narcotic Drugs	D. Helsdingen	Closed	Assisted patrol with search warrant on suspect's cell phone (unable to execute due to phone model)
Death Investigation	D. Helsdingen	Closed	Natural Causes
# of cases carried over into this month: 8			
Hit & Run	D. Helsdingen	OPEN	Witness came forward with information-report completed and forwarded Charges to PCA Follow-up investigation completed waiting on PCA
Hit & Run/Criminal Damage & Narcotic Drugs possess	D. Helsdingen	Closed	Felony Charges filed on both cases
Aggravated Assault (DV)	D. Helsdingen	OPEN	Strangulation Case-SANE exam completed suspect in custody-three forensic interviews completed on juveniles present during assault-PCA want follow-up investigation
Custodial Interference	D. Helsdingen	Closed	Charges approved on non-biological father
Sex Offense (Juveniles)	D. Helsdingen	OPEN	Two victims identified; both forensic interviews completed 6 felony counts of Dangerous Crimes Against Children filed
Hit & Run Fatality	D. Helsdingen	OPEN	Suspect in custody \$200,000 bond Second Degree Murder Charges Approved investigation on-going
Aggravated Assault with Deadly Weapon (Prison)	D. Helsdingen	OPEN	Grand Jury Indictment-Follow up recorded interview with victim completed just received medical records for victim

Sex Offense (PREA)	D. Helsdingen	OPEN	All evidence sent to DPS waiting on results
# of joint cases worked this month: 4			
Observed Offense	Primary/Secondary Detective	Case Status	Notes
Sex Offense (Juvenile)	L. Gaston/D. Helsdingen	OPEN	Several juvenile females disclosed inappropriate sexual abuse. Grand Jury indictment added 3 more child related offenses possible trial date March 2020
Sex Offense (Rape)	D. Helsdingen/ L. Gaston	OPEN	Evidence sent to DPS Negative Contact with Victim-DPS toxicology results received
Sex Offense	D. Helsdingen/L. Gaston	OPEN	Results received from DPS inconclusive Victim is reluctant to assist with investigation toxicology report received
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
Other activity:			
D. Helsdingen	FA2 Meeting		
D. Helsdingen	Grand Jury		

Theft: 1

Monthly Activities

Total calls for service for the month were 378. Person crimes totaled 2. One of the 2 person crimes took place in a correctional facility. Property crimes totaled 5. 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 17 warrant arrests in Beat 1 during the month.

Community Involvement and Education

Area schools were open for all grades until Winter Break began on December 14th. 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

Christmas on Main Light Parade. Well attended with no problems reported.

Upcoming Special Events

None

Significant Calls for Service

Assault reported on S. Pinal Parkway – A male and his girlfriend were in a verbal dispute, during which he asked her to leave his home. The girlfriend became angry after being asked to leave and she slapped the male several times causing scratches to the male's face. The girlfriend left the scene prior to police arrival.

Assault reported on E. Diversion Dam Road – Two juvenile male inmates were in a verbal dispute during which one male punched the other in the face causing swelling. Charges have been forwarded to the court.

Theft reported on N. Warner Street – A male reported that he invited a female to his home to hang out and get to know each other. After she left, the male noticed that his wallet and keys were missing. After the investigating officer began asking questions in the community he was re-contacted by the male. The male stated that the female returned to his home and then his wallet was located at his home. The male refused to press charges due to the property being returned.

Shoplifting reported on S. Main Street – A male reportedly entered the store, went to the beverage area and removed two alcoholic beverage cans. The male proceeded to walk out of the store without paying for the items. Store employees stated that this male has done this on several occasions. Officers conducted a canvass of the area and located and arrested the suspect. He was processed at the Florence Police Department without incident.

Shoplifting reported on N. Pinal Parkway – The restaurant on N. Pinal Parkway reported that two persons performed a “Dine and Dash” at their restaurant. Awaiting the video surveillance footage to identify the suspects.

Criminal Damage reported on E. Virginia Street – A female reported that she believes someone poured a substance into her vehicle’s gas tank causing \$4,000.00 worth of damage to her vehicle’s engine. Unknown suspects at this time.

Criminal Damage reported on S. Pinal Parkway – The apartment manager reported that an unknown person spray-painted graffiti on the wall. Photos of the damage were recorded, and Public Works was contacted. The graffiti was removed.

Accident Private Property reported on E. Butte Avenue – While visiting the prison, a woman reported that her parked car was struck in the parking lot causing damage to the passenger-side of her vehicle. The incident was not recorded on the parking lot surveillance video.

Accident Private Property reported on N. Coconino Avenue – A woman reported that a vehicle had driven into her garage structure. Investigation revealed an 86-year-old male had apparently had a heart attack while driving and struck the building. The driver was removed to the hospital where he passed away.

Accident reported on N. Pinal Parkway – Two vehicles were travelling northbound over the Gila Bridge when the vehicle to the rear drove into the back of the front vehicle. No injuries were reported. The at-fault driver was cited.

Accident reported on N. Pinal Parkway – A vehicle was attempting to exit a commercial driveway to travel southbound on Pinal Parkway as another vehicle (a bread truck) was in the #2 lane and was turning into the same driveway. Vehicle 1 then pulled out and never saw the vehicle that was on the side of the bread truck (in lane #1) causing a collision. No injuries were reported, and the at-fault driver was cited.

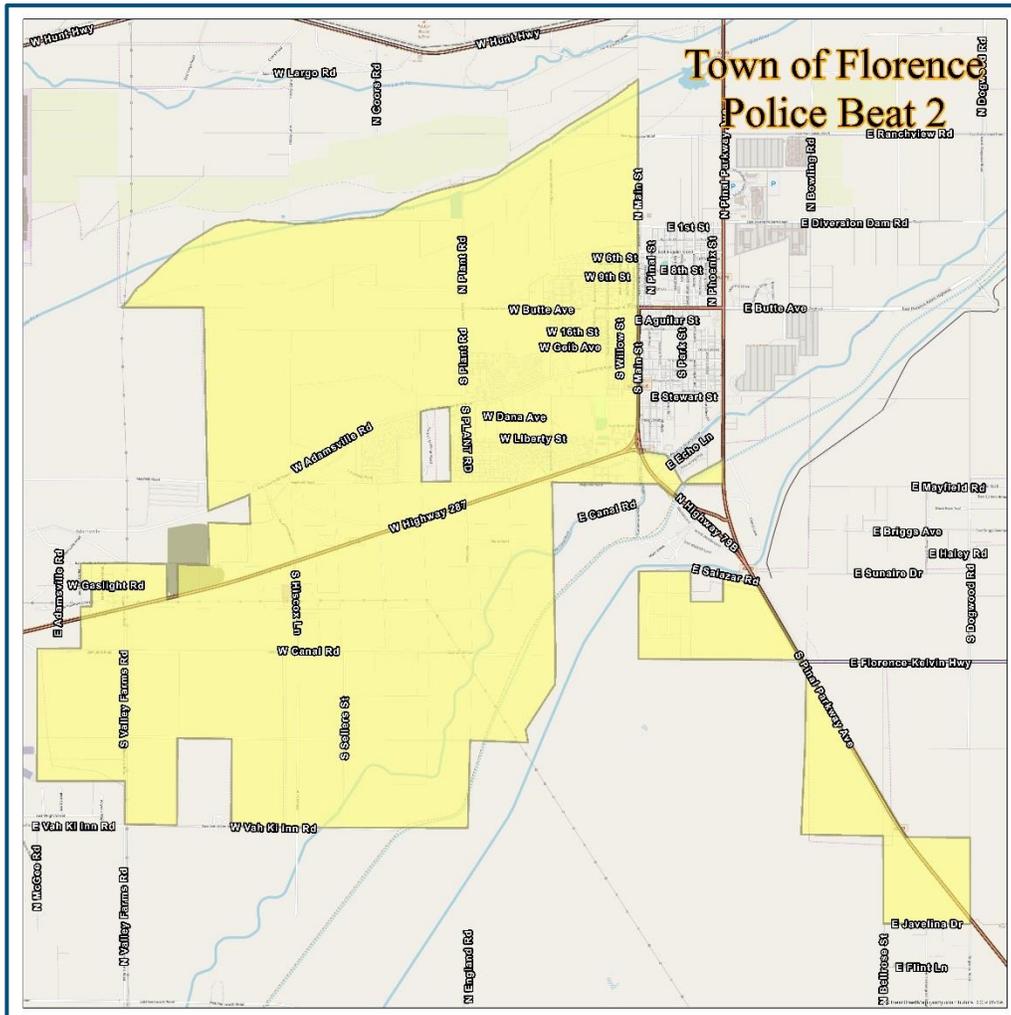
Accident reported on E. Butte Avenue at N. Pinal Parkway – Police responded to a one vehicle accident. The vehicle had left the roadway and drove into the canal. The driver sustained a minor laceration on the top of his head. The driver was determined to be under the influence and was processed as a DUI. Awaiting lab results.

Accident reported on N. Pinal Parkway – Two vehicles were southbound on Pinal Parkway. The first vehicle stopped due to the railroad tracks being blocked for the approaching train. The vehicle in the rear did not stop and drove into the first vehicle. The at-fault driver was cited

Training

Policy updates.

BEAT 2



Beat Statistics:

Beat 2 Supervisor: Sgt. D. Campbell

There are 5 officers assigned to Beat 2

Total number of calls for service (including traffic): 136

Total number of traffic stops: 49

Total number of accident reports taken: 1

Total number of citations issued: 14 for 14 violations

Total number of DUI: 0

Crimes against persons

Assault: 1

Sexual assault: 1

Property crimes

Criminal damage: 2

Monthly Activities

During the month of December, crime increased within Beat 2 due to vandalism at Heritage Park. Patrol officers reported no foot or bicycle traffic at night and known narcotic locations have been quiet. FPD has conducted a high volume of traffic enforcement to include field interviews in Beat 2. Officers conducted 51 directed patrols of the local businesses and issued warning citations for parking violations. Citations were issued for speeding, expired registration, vehicles not having mandatory insurance, passing a stop sign and driving without a license.

Community Involvement and Education

FPD continues to provide Florence High School and Florence K-8 with traffic enforcement.

Special Events

FPD assisted with the Christmas on Main Light Parade with no reports of criminal activity.

Upcoming Special Events

None

Significant Calls for Service

Reckless Driver: FPD located a vehicle driving on the rim causing sparks to fly as he traveled eastbound on SR287. During the traffic stop and investigation, the male subject failed field sobriety standards and was arrested for driving under the influence. The male subject had a preliminary breath BAC of 0.1532.

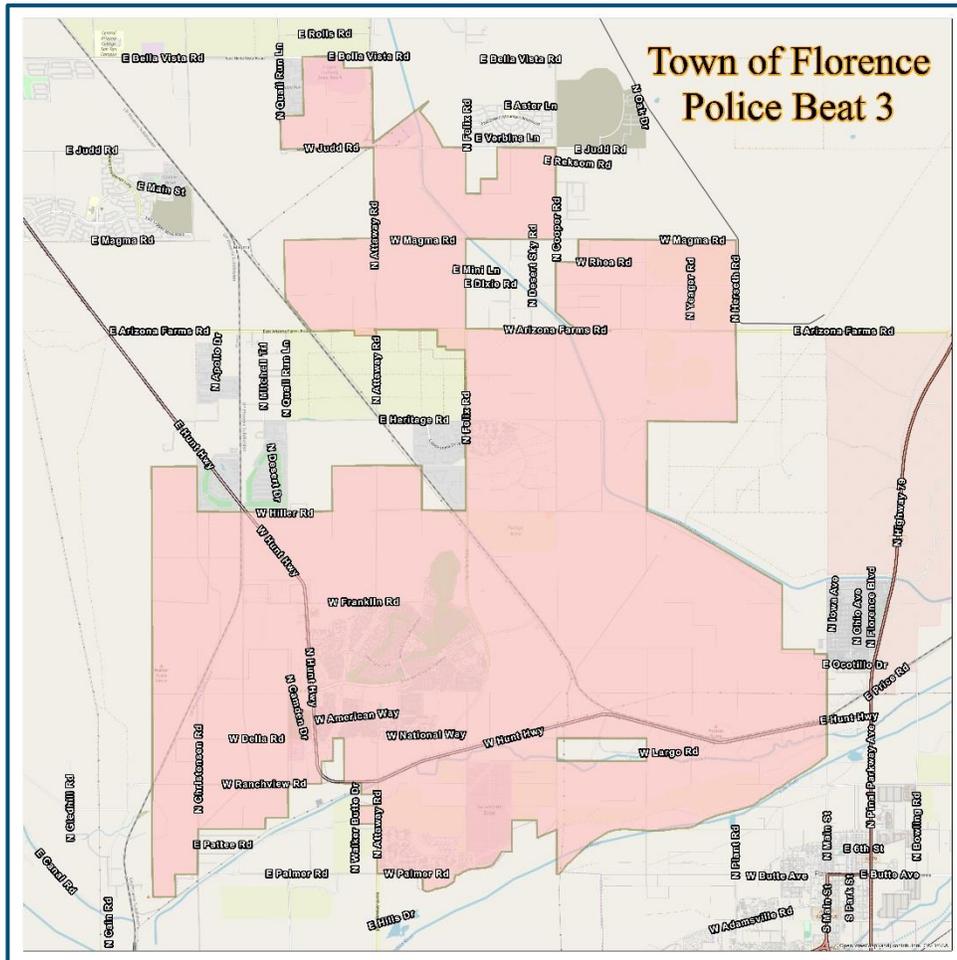
Fire: FPD arrived at A&M Pizza reference a structure fire. Florence Fire Department arrived on scene as FPD shut down SR287 as the investigation continued. The fire appeared to start in the attic, all utilities were turned off via responsible companies as SR287 was reopened without incident.

Domestic: FPD responded to a domestic incident in the area of 500 West 12th Street. During the investigation, the father of the residence was arrested after striking his son in the face due to a previous argument between husband and wife. The male subject was processed and booked into Pinal County Sheriff's Office Adult Detention Center.

Training

FPD Officers were provided information on local events to include providing them with recent intelligence.

BEAT 3



Beat Statistics:

Beat 3 Supervisor: Sgt. S. Morris

There are 6 officers assigned to Beat 3

Total number of calls for service (including traffic): 251

Total number of traffic stops: 99

Total number of accident reports taken: 2

Total number of citations issued: 16 for 16 violations

Total number of DUI: 0

Crimes against persons

Aggravated Assault: 1

Property crimes

Criminal Damage: 6

Theft: 2

Vehicle Theft: 1

Monthly Activities

For the month of December, the total calls for service was 251, compared to 248 in November. A 1.21 % increase. No influx of major crime. A total of 87 directed patrols were conducted.

The speed signs logged the following data:

- The Main Street speed sign for southbound traffic. 14,477 vehicles. Average speed was 33 mph. Speed limit is 35 mph. 6,582 were between 33-38 mph. 1,152 were between 39-44 mph, and 10 were 45-50 mph.
- Anthem/ Hunt Highway, - The speed sign for westbound traffic. 181,329 vehicles. Average speed was 34 mph. Speed limit is 45 mph. 2,563 were between 33-38 mph. 14,973 were between 39-44 mph, and 47,877 were 45-50 mph. 27,379 vehicles were 50 and above.

For the month of December, traffic enforcement in Beat 3 consisted of 99 traffic offenses, with 16 citations.

The Juvenile Detention Log was completed as required by state law. The Florence Police department detained one juvenile for the month of December.

Community Involvement and Education

Threat Liaison Officer (TLO) activity – We have been working on the new Pinal County Attorney building that is to be constructed. Crime Prevention Through Environmental Design (CPTED) ideology is being incorporated and approved by the Presiding Judge. The TLO team met on December 4th to finalize the plans for the building.

The Beat 3 officers continue to look for code enforcement violations and enforced 15 parking violations.

Special Events

Arts in the Park on December 2nd. Very good turnout as usual with no issues reported. Two volunteers monitored the event.

Upcoming Special Events

None

Significant Calls for Service

A house fire was reported on Daisy Drive that started in the garage. The homeowner was using a lathe machine, and as he turned it off it sparked and caught wood dust on fire. All occupants escaped without injury. The garage and rooms above the garage were destroyed. The other half of the house suffered severe smoke and water damage but was salvageable. During the fire the family was contacted and asked about the loss of Christmas gifts for the two children; some were unfortunately lost in the fire. Florence Police and Fire Departments were able to shop for the victim's son and daughter, presenting them with gifts on Christmas Day.

Anthem Hospital – Coolidge PD brought in a suspect to be medically cleared. In the process, the suspect bit a health care worker on the right hand causing a laceration. The subject was restrained,

and charges were filed for aggravated assault on a health care professional. The subject was confined at PCSO.

There were 4 criminal damage calls all including rocks being thrown at the homes. The damage consists of damage to the stucco of the homes. The homes were located on Monticello Drive and Hudson Drive. No suspects at this time. The homeowners were advised they can put up cameras to try and gain evidence and possible pictures of suspects. The park across and behind the residences have been occupied by juveniles in the evening hours. Extra patrols have been completed by officers. No more incidents have taken place in recent days.

W. Admiral Way – An unknown suspect damaged the victim’s Christmas lights in her front yard. Total damage to lights is \$60.

Astoria Dr. / Heritage Way – While working on a model home, a subject heard breaking glass and observed a rock come through a window of the model home next to the one he was working in. He then went inside and observed a juvenile inside the home. He took the juvenile home and called police. FPD officers made contact with the juvenile and his father. Florence PD was able to make an arrangement to involve his son in a mentoring program with the P.D. The father has agreed to start the program after the first of the year. Pulte homes declined to prosecute the juvenile. Damage was estimated at \$4,000.

W. Admiral Way – An unknown subject or subjects egged the victims 2016 Ford van that was parked in front of his residence. No permanent damage.

Anthem Park – Two bicycles were stolen from the park while the victims were having football practice. One bicycle was recovered at a residence, and the other was found in the park lake. Follow-up is currently being done on this case, and 2-3 juveniles are suspected.

Safeway – While the victims was inside of the store, an unknown subject in a small red pickup truck parked behind her in a parking spot, exited his vehicle, and removed a PCADC vest and radio from her vehicle. Total value lost is \$2520. There is video of both vehicles at the gas pumps, and then again at the grocery store. Follow- up is being conducted to try and identify the suspect and suspect’s vehicle.

W. Millerton Way – Between 11/30 and 12/01 unknown suspect(s) took the victims 2013 Buick Enclave, cream in color, from his driveway. No suspects or witnesses.

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: 45

Total number of K-9 utilizations: 3

Total number of vehicle hand searches: 3

Total amount of narcotic seizures in weight: 4.5 grams

Type of drug:	Narcotic	Weight:	4.5 gram
Type of drug:	Paraphernalia	# of items:	0 individual item

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 December, Officer Murphy self-initiated (65) cases which included vehicle stops, field interviews and on-view criminal activity. Officer Murphy completed a school search at Florence K-8, no narcotics were discovered.

Traffic Stop: Officer Murphy conducted a traffic stop at Circle K in Florence. The driver was hesitant to provide his correct name and recent activity. During the course of the investigation, the male subject was identified with four felony warrants. With the assistance of K9 Rexo, 4.5 grams of marijuana and drug paraphernalia was located. The male was processed and booked into Pinal County Sheriff's Office without incident.

Traffic Stop: Officer Murphy conducted a traffic stop in the area of Orlando and Stewart Street in Florence. During the stop, the female could not locate her driver's license. As the investigation continued, the female's identity was confirmed with a felony arrest warrant. During the inventory of the vehicle prior to tow, a methamphetamine pipe was located in her purse. The female's vehicle was towed, and she was booked at the Pinal County Sheriff's Office Adult Detention Center.

Volunteers

The Florence Volunteers put in a total of 130.25 hours for the month of December. There was a total of 10 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 were no Impound Hearings this month. A volunteer meeting was held on December 18th. There was a total of 12 volunteers in attendance. The program restructuring, vehicles, uniforms, recruitment and special details were discussed. Meetings will be held monthly.

Grants

Holiday details scheduled for Speed Enforcement (in Florence) and several in Pinal County DUI Task Force dates made available. One speed detail was completed yielding 7 traffic stops and 1 civil speed citation.

Mandatory reporting for Christmas holiday completed. No significant results obtained.

The following are statistics reported to GOHS for both special events and sustained (regular) activity:

Total citations for the month: 78

Total traffic contacts for the month: 401

Type of Citation	Total Number of Citations
Civil traffic	59
Criminal traffic	14
DUI	1
DUI drugs	0
Other (CT, CR, CV)	4

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: 48

Directed Patrol

The Police Department conducted 347 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



Welcome Chief Bruce Walls and Happy Retirement Chief Hughes!





TOWN OF FLORENCE
PUBLIC WORKS DEPARTMENT
444 N. Warner Street
Florence, AZ 85132
Office: 520-868-7614
FAX: 520-868-7546

MEMO

MEETING DATE: February 3, 2020

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

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
- 11/4/2019 – 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 two (2) 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
- Confirmed Town utilities along the two (2) bridges Butte Ave & SR79B
- Town to request PCL quote to perform utility relocation work

Facilities Maintenance:

Safety Walkthroughs

- In-house follow-up inspection in progress. *(Facilities participated in a walkthrough with the Town's Loss Control Consultant on 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).*

General

- Semiannual PM Services HVAC near completion. Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract.

Town Hall

- Several of the units at Town Hall are reaching life expectancy. Facilities is looking into long term solutions to improve several HVAC issue Town Hall has been experiencing over the years.

Community Services Building / Library

- Ceiling tile replacements from roof leak stains are pending. Some minor drywall repair and paint to be performed as Priority Work demand allows. Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract.

Senior Center

- Painting, lighting, and ceiling tile work is in progress at Senior Center. Work is being perform as priority work demand allows.

Fitness Center

- Proactive Maintenance walkthrough in pending.

Fire Station #1

- A new roof is proposed in CIP (pending). Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract. Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract.

Fire Station #2

- Backflow device parts have been received and installation delayed pending coordination with Johnson Utilities and the backflow installer.

Police Department

- Annual floor cleaning completed. Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract.

Police Evidence

- Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract.

Community Development

- New lighting in Breakroom to be installed

Public Works

- Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract.

I.T. Building

- Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract.

Silver King

- Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract.

Brunenkant

- Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract. Follow up from Jeff Swan regarding Building Safety Egress resolutions pending.

McFarland

- Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract. Follow up from Jeff Swan regarding Building Safety Egress resolutions pending.

South WWTP

- Semiannual PM Services for Fire Safety devices on applicable buildings will be scheduled pending contract. Contractor performed site visit to provide estimates for repair or replacement for the Blower room roof. Facilities will also be getting a quote to extend roof drains to the ground. A quote to change all exterior locks to single key was provided to Division Manager.

Rodeo Grounds

- Attended site visit with Building Safety, Parks and Fire Department to address Safety issues. Temporary safety issues were addressed. Waiting on long term solutions from Jeff Swan.

Fleet Services:

- Fuel treatment and all major repairs done on generators
- Sold via auction 3 vehicles and an old a/c unit for a total of \$4040.00

Streets (HURF) Division:

Roads

- Patched 150 potholes
- Replaced cable for the Main Street banner. (ripped down by passing truck)
- Patched 4 water breaks
- Burned brush at cemetery
- Painted crosswalks around Florence k-8
- Bladed various dirt roads
- Cleaned brush and trash 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 – In progress

Wells

- Tie-in Well 2B to distribution system, currently being engineered
- New sand filter at Well 2B
- Well #5 – painting exterior wall – quote obtained – pending schedule
- Nitrate testing completed – waiting on results

WELL WATER LEVELS (IN FEET) – 2019 – YTD Average = 228'

2019 Monthly Well Level Summary (by feet)

Well #	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR-TO-DATE AVERAGE
1	205	204	205	205	203	203	204	204	204	205	205	206	204
2B	N/A												
3B	219	218	218	218	225	226	221	225	224	231	222	224	223
4	N/A	N/A	N/A	N/A	220	220	220	232	225	230	221	230	N/A
5	277	282	274	281	265	242	243	244	244	243	243	241	257
MONTHLY AVERAGE	234	235	232	235	228	223	222	226	224	227	223	225	228

Wastewater Division:

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. Gathering data.
- Recharge at South Plant completed and permit has been approved
- Sluice Gate – rebuild - COMPLETED

North Wastewater Treatment Plant

- Refurbish recharge ponds – in-house – continues
- Upper Clarifier Rebuild – COMPLETED
- Permit application to ADEQ has been submitted and approved

Capital Improvement Projects:

CIP GG-25 - Silver King Balcony Repairs

- Motley Design Group –egress designs - Complete
 - Electric
 - Fire suppression
 - Door hardware
- 4.25.2019 – Advertised Formal Bid
- Bids greatly exceed Town budget – revisions to construction documents are occurring
- Exterior staircase extension scheduled for HDAC on 1/29/2020.

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

- Completed

CIP SU-83 – SCADA Tie-Ins – Wastewater Controls

- SOW provided 9/13/18
- As of 3/4/19 – Under review, searching for alternatives
- 12/2/2019 no update

CIP SU-88 – SWWTP Expansion Headworks

- Plan revisions necessary – working with Hazen & Sawyer
- Fan test is being scheduled – cancelled – needs to be rescheduled

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
- Notice to Proceed to be issued by ADOT by end of October

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 being evaluated
- Draft report submitted

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 completed
- Staff has reviewed 60% plan and providing comments on 10/23
- Submittal is scheduled for January 31st.

CIP WU-23 - 2B Outfitting

- Tie-in Well 2B to distribution system
- New sand filter at Well 2B
- Ellison-Mills to complete piping work – start January 2020

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-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

- In design with Swan Architects – civil engineer, landscape and soils reports