



**NOTICE OF A REGULAR MEETING OF THE COMMON COUNCIL
OF THE TOWN OF CLARKDALE
Tuesday, June 9, 2015 at 6:00 P.M.
Clark Memorial Clubhouse, Men's Lounge**

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Common Council will hold a Regular Meeting open to the public on **Tuesday, June 9, 2015, at 6:00 p.m.** in the **Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth Street, Clarkdale, Arizona.** Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at www.clarkdale.az.gov and the Town Clerk's Office.

The undersigned hereby certifies that a copy of this notice was duly posted on the Community Development Building bulletin board, located at 890 Main Street, Clarkdale, Arizona on June 4, 2015 at 1:00 p.m.

Kathy Bainbridge
KATHY BAINBRIDGE
CLERK/FINANCE DIRECTOR

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize disruption to this meeting.

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. CALL TO ORDER

- 2. PUBLIC COMMENT** – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

3. REPORTS

Current Events – A brief summary of current events. The Council will not propose, discuss, deliberate or take legal action on any matter in the summary.

Mayor's Report
Vice-Mayor's Report
Councilmembers' Report
Town Manager's Report

Organizational Reports – Reports regarding regional organizations.

CAT/VVTPO – Cottonwood Area Transit and the Verde Valley Transportation Planning Organization & other transportation affiliations.

NACOG - Northern Arizona Council of Governments.

NAMWUA - Northern Arizona Municipal Water Users Association.

VRBP – Verde River Basin Partnership.

VVLP – Verde Valley Land Preservation.

YC Advisory Board – A report from the Yavapai College Advisory Board representative.

4. **CONSENT AGENDA** - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.
 - A. **Approval of Minutes of the Common Council** - Approval of the minutes of the Regular Meeting held May 12, 2015, 2015 and Special Meetings of May 12th, May 19th and May 26th, 2015.
 - B. **Claims** - List of specific expenditures made by the Town during the previous month. May, 2015 check log and PPE dated May 2, 2015 and May 16, 2015.
 - C. **Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month’s Board and Commission Meetings.
Board of Adjustments Notice of Cancellation of meeting May 27, 2015
Design Review Board Notice of Cancellation of meeting May 6, 2015
Planning Commission minutes of the meeting held May 19, 2015
Parks and Recreation Committee minutes of the meeting held May 13, 2015
 - D. **Civil Traffic Hearing Officer Appointment** – Approval of appointing Court Supervisor Cynthia Tinall as Civil Traffic Hearing Officer.
 - E. **Intergovernmental Agreement for Establishment of Unified Emergency Management** – Approval of the Intergovernmental Agreement between Yavapai County and the Town of Clarkdale for Emergency Management Services.

NEW BUSINESS

5. **2015 SPIRIT OF CLARKDALE AWARD NOMINATIONS** – Discussion and consideration of the Spirit of Clarkdale Review Committee recommendations to Council on the 2015 “Spirit of Clarkdale” nominations.
6. **INTERGOVERNMENTAL AGREEMENT WITH THE ARIZONA DEPARTMENT OF REVENUE RELATED TO UNIFORM ADMINISTRATION OF THE TOWN’S TRANSACTION PRIVILEGE TAX (TPT)** – Approval of an IGA with DOR regarding administration of the local Transaction Privilege Tax.
7. **FISCAL YEAR 2014/2015 BUDGET TRANSFERS**– Discussion and consideration regarding authorization for fund transfers within the fiscal Year 2014/2015 budget.

8. **GENERAL FUND BUDGET ADJUSTMENTS** – Discussion and consideration of adjusting the Police Department and Public Works Department 2014-2015 adopted operating budgets for worker’s comp expenditures.
9. **FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda
10. **ADJOURNMENT**

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale
Held on Tuesday, May 12, 2015**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, May 12, 2015, at 6:00 P.M. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 6:06 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Richard Dehnert
Councilmember Scott Buckley

Councilmember Bill Regner
Councilmember Curtiss Bohall

Town Staff:

Town Manager Gayle Mabery
Town Clerk/Finance Director Kathy Bainbridge
Community Services/Human Resources Director Janet Perry
Community Development/Economic Director Jodie Filardo
Senior Planner Beth Escobar
Utilities/Public Works Director Wayne Debrosky
Police Chief Randy Taylor
Deputy Clerk Mary Ellen Dunn
Town Attorney Rob Pecharich
Town Attorney Jonathan Millett

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

There was no public comment.

REPORTS

Current Events – A brief summary of current events. The Council will not propose, discuss, deliberate or take legal action on any matter in the summary.

Mayor Von Gausig's Report –

- April 9, 2015 – Attended Yavapai County Mayors/Managers meeting
- April 14, 2015 – Attended meeting with Freeport McMoRan
- April 15, 2015 – Telephone conference with Verde Front leaders

- April 20, 2015 – Gave String of Pearls presentation at County Board of Supervisors meeting
- April 24, 2015 – Verde Valley Birding and Nature Festival Kayak trip
- April 25, 2015 – Verde River Institute kayak trip
- April 28, 2015 – Met with Chris Thomas and Peter Culp
- May 4, 2015 – Conference call with Dorothy Fire-Cloud;
 - Talked with Bill Cobb regarding the United Verde Soil Program
- May 5, 2015 – Gave keynote address at luncheon
- May 6, 2015 – Observed and photographed soil sampling;
 - Photographed proposed cell tower site and related pictures
- May 7, 2015 – Met with Freeport McMoRan, Chris Thomas and Gary Boettcher

Almost daily phone calls, research and personal meetings with Town Manager Mabery and others regarding the United Verde Soil Program.

Vice-Mayor Dehnert's Report –

- April 21, 2015 – Attended first meeting of Local Emergency Preparedness committee
- April 23, 2015 – Attended NACOG Regional Council meeting
- April 24, 2015 – Visited home of Brian and Karen Daniels regarding cell tower issues and to get view
- May 5, 2015 – Attended meeting of Yavapai County Board of Health
- May 9, 2015 – Attended the Han Kachina Awards Banquet honoring volunteerism in Arizona; one of the awards presented was to Clarkdale resident Dr. Catolico for his work in reducing overdoses/abuse of pain medication

Councilmember Bohall's Report –

- April 23, 2015 - Attended NACOG meeting in Flagstaff
- May 9, 2015 – Attended presentation at Verde Canyon Railroad

Councilmember Regner's Report –

- April 15, 2015 - Attended Yavapai College Board Advisory Committee meeting
- April 19, 2015 - Met with Ruth Wicks regarding Yavapai College
- April 28, 2015 - Attended Local First Arizona meeting
- May 5, 2015 - Met with Verde Valley Board Advisory Committee Chair Paul Chevalier
- May 6, 2015 - Attended Verde Valley Board Advisory Committee meeting
- May 8, 2015 - Met with Dr. Patricia McCarver, Yavapai College District Governing Board chair
- May 9, 2015 – Attended presentation at Verde Canyon Railroad

Councilmember Buckley's Report –

- April 17, 2015 – Attended NAMWUA meeting
- May 5, 2015 – Attended Downtown Clarkdale Business Alliance meeting

Town Manager Mabery's Report –

Since the issue arose that created the United Verde Soil Program most of her time has been spent researching. Special Council meeting has been scheduled for May 19, 2015 at 6:00 p.m. to concentrate on that program. Three entities will make presentations: the Arizona Department of Environmental Quality, Freeport Minerals Corporation, and the Arizona Department of Health Services.

Organizational Reports – Reports regarding regional organizations.

CAT/ VVTPO – Cottonwood Area Transit and the Verde Valley Transportation Planning Organization & other transportation affiliations. Councilmember Bohall:

- No report

NACOG - Northern Arizona Council of Governments. Vice Mayor Dehnert:

- Jodie Filardo did presentation on Verde Valley Broadband Initiative;
- ADOT presentation on future projects

NAMWUA - Northern Arizona Municipal Water Users Association. Councilmember Buckley:

April 17, 2015 meeting included

- a discussion on pinon tree removal for better water penetration;
- recharging Big Chino Wash;

VRBP – Verde River Basin Partnership. Mayor Von Gausig:

- No report

VVLP – Verde Valley Land Preservation. Councilmember Regner:

- No report

YC Advisory Board – A report from the Yavapai College Advisory Board representative. Councilmember Regner:

Board recommendations:

- Postpone capital improvement projects until strategic plan is developed and approved;
- Increase marketing and recruitment efforts to parents and students in the Verde Valley;
- Recommendation to not raise property taxes this year (Councilmember Regner noted that he did not participate in this vote/discussion)

CONSENT AGENDA - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A. **Approval of Minutes of the Common Council** - Approval of the minutes of the Regular Meeting held April 14, 2015 and Special Meetings April 14th and April 28, 2015.
- B. **Claims** - List of specific expenditures made by the Town during the previous month. April, 2015 check log and PPE dated April 4, 2015 and April 18, 2015.
- C. **Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month’s Board and Commission Meetings.
Board of Adjustments Notice of Cancellation of meeting April 22, 2015
Design Review Board minutes of the meeting held April 1, 2015
Planning Commission minutes of the meeting held April 21, 2015
Parks and Recreation Committee Notice of Cancellation of meeting April 8, 2015
- D. **Memorandum of Understanding (MOU) between Northern Arizona Council of Governments (NACOG), Yavapai County and the Town of Clarkdale** – Approval of a MOU identifying general responsibilities of participating agencies regarding the Highway Safety Improvement (HSIP) Transportation Improvement Program (TIP) to perform signage upgrades/rehabilitation for the purpose of reducing traffic fatalities and serious injuries on public roads.
- E. **Special Event Liquor License** - Approval of a recommendation to the State Department of Liquor License and Control to approve a Special Event Liquor License for the Verde Valley Habitat for Humanity, Inc.’s fundraiser to be held on Saturday, June 13, 2015 from 5:00 p.m. to 9:00 p.m. at the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Vice Mayor Dehnert moved to accept Consent Agenda items A – E as presented. Councilmember Bohall seconded the motion. The motion was approved unanimously.

PRESENTATION OF CITIZENS AWARD – presentation of Citizens Awards to Quintin Benites, Jesse Benites, and Joseph Benites for their courageous service and efforts in saving the life of David Franks.

Police Chief Randy Taylor and Officer Nicole Florisi presented the awards to the Benites boys.

This is a presentation and no council action is required.

NEW BUSINESS

VERDE VALLEY HABITAT FOR HUMANITY REQUEST FOR WAIVER OF FACILITY USE FEES – Discussion and possible action regarding a request for waiver of the facility use fees for their fundraiser at the Clark Memorial Clubhouse June 13, 2015.

The Verde Valley Habitat for Humanity has requested a Special Event Liquor License for a fundraiser to be held on Saturday, June 13, 2015 from 5:00 p.m. to 9:00 p.m. at the Clark Memorial Clubhouse, 19 N.

Ninth Street, Clarkdale, AZ.

In association with the request for the Special Event Liquor License for their fundraiser, they have requested that the Town of Clarkdale waive the facility use fees required to rent the Clark Memorial Clubhouse.

The total rental fee for the clubhouse is \$852.00 for this event. Of that fee, the Town will be paying Facility Ambassadors \$156.00 and Police Officers \$400.00 for a total of \$556.00. The remaining \$296.00 will go towards cleaning, supplies and utilities.

Town Clerk/Finance Director Kathy Bainbridge presented information on this agenda item.

Vice Mayor Dehnert stated that one of the reasons for charging the fees is to protect the building.

Mayor Von Gausig suggested waiving only the upkeep fees.

Vice Mayor Dehnert moved to approve a forbearance of \$296.00 and Habitat for Humanities to pay the balance of the fees. Councilmember Bohall seconded the motion. The motion was approved unanimously.

SERIES 13 – IN-STATE DOMESTIC FARM WINERY LICENSE FOR COTTONTUCKY LLC, AGENT, JOSEPH BECHARD, D/B/A CHATEAU TUMBLEWEED– Discussion and possible approval of a recommendation to the Arizona Department of Liquor License and Control for approval of an In-state Domestic Farm Winery - Series #13 Liquor License application from Cottontucky LLC, Agent Joseph Bechard, d/b/a Chateau Tumbleweed at 1151 W. State Route 89A, Clarkdale, AZ.

Cottontucky LLC, Agent Joseph Bechard, d/b/a Chateau Tumbleweed at 1151 W. State Route 89A, Clarkdale, AZ has applied for a Series #13 In-state Domestic Farm Winery Liquor License.

An In-state Domestic Farm Winery is a winery located in Arizona that produces at least 200 gallons but not more than 40,000 gallons of wine annually.

This non-transferable, In-state Domestic Farm Winery liquor license has on- and off-sale retail privileges and allows the holder to sell and deliver wine produced on the premises to businesses licensed to sell wine in and out-of-state, and to serve wine produced on the premises for on and off-sale consumption and for the purpose of sampling. An in-state domestic farm winery that produces not more than 20,000 gallons of wine in a calendar year may make sales of wine produced on premises to consumers who order by telephone, mail, fax, catalogue or internet per A.R.S. §4-205.04(C)(9)(a)-(g). These orders must be sent to an Arizona-licensed wholesaler, then to an Arizona-licensed retailer who will arrange delivery to the consumer. Other than this exception, Internet sale of liquor is not permitted in the state of Arizona. A.R.S. §4-205.04(D)

Chateau Tumbleweed was posted with the required notification to the public that the Town of Clarkdale Council would review this request in accordance with the Arizona Department of Liquor Licenses and Control requirements. The notice was posted on the building April 20, 2015 and was scheduled for

action by the Clarkdale Town Council for May 12, 2015 in order to comply with the 20 day notice posting requirement.

The Liquor License Application Review Form has been completed by the Police Department, Fire District, Community Development Department, Utilities, Public Works and Clerk regarding “due diligence” reviews of the business.

Town Clerk Kathy Bainbridge presented the information on this agenda item stating that the Town Departments and the Fire Department reported no hindrances to the recommendation approving this application. Joe Bechard from Cottontucky LLC was available for questions.

Councilmember Regner moved to recommend to the Arizona Department of Liquor License and Control, approval of a Series #13 In-state Farm Winery Liquor License application from Cottontucky LLC, Agent Joseph Bechard, d/b/a Chateau Tumbleweed at 1151 W. State Route 89A, Clarkdale, AZ. Councilmember Buckley seconded the motion and the motion passed unanimously.

PUBLIC HEARING REGARDING CAPITAL TELECOM’S CONDITIONAL USE PERMIT APPLICATION FOR A WIRELESS FACILITY – a hearing to gather information from the public regarding Capital Telecom’s Conditional Use Permit application for a wireless facility which includes a 65-foot high monopole tower and associated supporting infrastructure at 1450 SR 89A, Assessor’s Parcel Number 406-26-010Y.

Capital Telecom has submitted a conditional use permit application for a wireless facility at 1450 SR 89A. The proposal includes a 65-foot high monopole centered on a 40’ x 60’ area located at the northwest corner of the subject property. The compound will be enclosed by a 6-foot high chain link fence with a 12-foot wide sliding gate. The proposal includes a 12’ x 20’ equipment shelter, a new transformer and additional support infrastructure. No lighting is proposed for the facility, other than ground-mounted emergency motion-sensor lighting. No signage is proposed for the facility. The applicant will be leasing this area from the property owner. The current property owner purchased the subject property in 1999.

Zoning and Vicinity

This approximately 1.18 acre property is zoned Commercial. The property is accessed from SR 89A by Paloma Way, a privately owned easement. The subject property is not within the 89A Highway Overlay District. Surrounding land uses include Nate’s Cowboy Café Restaurant, two storage facilities, a delivery services company and an auto mechanic business.

The Foothill Terrace subdivision is directly to the west of the subject property. There are several single-family residences to the south. The proposed Crossroads at Mingus Park is directly to the south.

Per the Wireless Facilities Ordinance adopted July 10, 2013, cell towers are an allowed use in the Commercial District with a conditional use permit.

Location

The applicant has stated the proposed location meets their requirements for their network and will increase both network coverage and availability in the area. The applicant will be presenting a report to Council regarding the other locations they explored at the public hearing on May 12, 2015.

Application Requirements: Reviews conducted**NEPA Review**

The applicant was required to complete an Environmental Summary Report to the Environmental Protection Agency as part of its FCC permit application. As part of this summary, the application was sent to the following agencies for review and comment:

Native American Tribes in Arizona
Yavapai County Flood Control via the Town of Clarkdale
Arizona Game & Fish
US Fish & Wildlife
Arizona State Historic Preservation Office
Army Corp of Engineers
National Park Service
Bureau of Land Management
National Wilderness Preservation System

Per the requirements of the FCC, the applicant published a notice in the Verde Independent soliciting comments regarding possible environmental impact related to the proposed site on November 19 and 21, 2014.

Through this review process, the proposed facility was found to have no significant negative environmental impact.

Internal Agency Review

The Clarkdale Police Department and Public Works Department submitted comments noting there is no secondary access to the site and stating this was a safety concern.

The Police Department has also requested the cell tower be pre-wired to accommodate placement of repeaters for emergency responders.

Independent Expert Review

At the request of staff, an outside expert review of the application was completed by David Baker, Sr. with Mariner Wireless Services, a Tucson telecommunications firm. The expert review determined the application to be in full compliance with FCC regulations and the Town of Clarkdale ordinance.

The independent expert also agreed the proposed location best fits the applicant's network development requirements.

Because Mr. Baker would be unavailable for further review after the Planning Commission meeting, a second radio frequency expert, Richard Tannehill, was contracted to review the application. Mr.

Tannehill has previously provided independent consulting to the City of Cottonwood in reviewing the cell tower application at the VFW property. Mr. Tannehill concurs with the statements of the previous review and will be submitting a written report to be presented to Council on May 12 at the public hearing.

The cost of the outside consultants was paid by the applicant as required under Town Ordinance 364 adopted August 8, 2014.

Outside Agency Review

Per a request from the Cottonwood Airport Authority, the applicant submitted a review request to the Federal Aviation Administration and received a "Determination of No Hazard to Air Navigation" for the proposed wireless facility.

Morgan Scott of the Cottonwood Airport Authority has requested warning lights be installed on the tower. This is not a requirement per the FAA review, however, and it is staff's opinion lighting at the top of the tower would be a nuisance to the surrounding neighborhood. The subject property is approximately 1.3 miles from the western end of the Runway 14 at the Cottonwood Airport.

Yavapai County Flood Control noted the south property line is impacted by the North Fork of Mescal Gulch, however there are no issues or concerns for the location of the wireless facility.

The Clarkdale Fire Chief provided comments stating there is no basis to object to the application, however, the district would like to see a secondary access to the property for public safety reasons.

Public participation

The applicant hosted a neighborhood meeting on Tuesday, February 17, 2015. A summary of this meeting, provided via email by the applicant's representative, follows:

Our neighborhood meeting at 4:00 also went well. About 30 people attended. About 10 of them were quite vocal and asked a lot of questions. Following the meeting we had about a dozen neighbors come up to tell us they supported the site, and apologized for some of their more vocal neighbors.

Notices of the Planning Commission and Town Council public hearings were mailed to 108 property owners within 1,000 feet of the subject property. Per state statute, the Town is required to notify property owners within 300 feet. The Community Development Department policy is to extend the notification distance to 1,000 feet for all public hearing items.

Two legal notices of the Planning Commission public hearing were published in the Verde Independent on February 15 and March 1, 2015.

A legal notice for the Town Council public hearing was published in the Verde Independent on April 26, 2015.

The property was posted for each public hearing.

Town Regulations

The Town's wireless communication facilities regulations, Ordinance #352, became effective August 9, 2013. This ordinance allows wireless facilities in commercial and industrial districts as a conditional use. The maximum allowable height for a cell tower in a commercial district is 65 feet. The purpose of having conditional uses in the Zoning Code is to allow for a process through which the proposed use is examined to determine its impact at a specific location.

Planning Commission

Per Section 5-5 of the Town Zoning Code, the Planning Commission shall make findings on a conditional use permit application based on the following six elements:

1. **Applicable Regulations:** Those conditions necessary to assure compatibility of the development of the land in question will be consistent with the purpose of the Zoning Ordinance, Town of Clarkdale General Plan, other statute, and any ordinance or policies that may be applicable.
2. **Bulk Regulations:** The site is adequate in size and topography to accommodate proposed use, population density, building height, lot coverage, setbacks, spaces, landscaping, fences and parking. That these elements are compatible with the general character of development in the vicinity of the proposed conditional use and are adequate to properly relate the proposed use with the existing land uses in the vicinity.
3. **Performance:** That the location, design and operation characteristics of the proposed use are such that it will have minimal adverse impact on the livability, public health, safety, welfare, or convenience of persons residing or working in the vicinity, to adjacent property, to the neighborhood or to the public welfare in general in that the facility, once completed should not interfere with the day-to-day operations of the existing businesses.
4. **Traffic Impacts:** The provisions for ingress and egress, public streets and traffic circulation are adequate, or can be upgraded through street improvements as a condition of approval.
5. **Landscaping:** Landscaping and/or fencing of the proposed development assures that the site development will be compatible with adjoining areas and with the intent of Town policies.
6. **Nuisance:** That the proposed use will not create a hazard to persons and property from possible explosion, contamination, fire or flood. That the use will not create a nuisance arising from, but not limited to noise, smoke, odors, dust, vibrations, signage or illumination.

Staff Analysis:

Applicable Regulations – Zoning Ordinance: Ordinance #352, Wireless Communication Facilities, became effective August 9, 2013. This ordinance allows cell towers up to a maximum of 65 feet in height in the Commercial Zoning District with a conditional use permit. The ordinance includes a list of nine items required to be included in the conditional use permit application. The applicant has provided all nine of these items.

The Town's Wireless Ordinance does not permit placement of cell towers in the 89A Overlay District. This previously established overlay district extends 500 feet on either side of the center line of the highway and identifies an important viewshed along the highway corridor. This prohibition leaves only

a few properties in the area meeting the applicant's siting requirements. All of these potential properties abut property zoned for residential development.

The Federal Communications Commission oversees the regulations for wireless service facilities. Section 332(c) (7) of the Communications Act prohibits local governments from discriminating among providers and from prohibiting the provision of personal wireless services.

Until the Town adopted the Wireless Facilities Ordinance in 2013 the Town was not in compliance with this section because wireless facilities were not included as a use in any of the zoning districts.

Staff found no specific references to wireless facilities in the 2012 Clarkdale General Plan.

Bulk Regulations – The 1.18-acre site is adequate to accommodate the proposed use. The wireless facility would not conflict with the various surrounding commercial uses.

Performance – Visibility: The Planning Commission conducted a site visit to the subject property on February 17, 2015. The applicant had placed a balloon on the site. The top of the displayed balloon was at 65 feet. The 12-foot width of the balloon demonstrated the width of the proposed array at the top of the cell tower.

During the site visit, the top of the balloon appeared as high as the top of the Mogollon Rim in the distance from the properties to the south along Cholla Lane. Along the SR 89A Highway, the balloon was noticeable against the background of the existing vegetation and was higher than the flag pole at the property in front of the site. The balloon appeared visible to the residences along Deborah Drive, particularly the two properties at the south end of Deborah Drive in the Foothills Terrace subdivision which are less than 300 feet away from the proposed site. The balloon did not appear visible from the rest of this subdivision. The balloon was also visible from homes in the Mescal Spur neighborhood, specifically those along Cholla Lane. These homes were constructed in the late 1990's and the 2000's.

The homes along Deborah Drive abut commercially zoned property. These homes were constructed in the 1990's. The commercial corridor along SR 89A, including the subject property, has been zoned commercial since adoption of the first Town of Clarkdale zoning map in 1973, prior to construction of the surrounding homes. The maximum height allowance for buildings in the commercial zoning district is 50 feet.

The Town of Clarkdale Zoning Code does not include protection of individual views other than within the 89A Overlay District. Recognition of the 89A view corridor was established by adoption of the Overlay District in 2006.

In order to mitigate visual impact of the cell tower, the applicant has proposed to paint the tower a beige color to blend into the view.

The applicant will also provide examples of possible stealth towers at the May 12 Council meeting.

Staff has discussed with the applicant the possibility of planting landscaping along the boundaries of the subject property to provide screening of the proposed complex. The subject property is edged by native

landscaping providing natural screening of the area. The eastern border of the storage facility located on the other side of the town right-of-way has an existing 10-foot wide landscape barrier. Any additional landscaping would require extension of water service to the property and installation of an irrigation system. If the Council chooses to approve the conditional use permit application, **staff would like direction from Council regarding requiring additional landscaping on the site.**

Performance – Impact on public health, safety, welfare: Per the FCC, the radio frequency emissions of the proposed tower will be no more than 0.035 percent of the Commission's maximum permissible exposure.

Section 332(c) (7) of the Communications Act preempts local zoning decisions based directly or indirectly on the environmental effects of radio frequency (RF) emissions from a cell tower. Staff will therefore not address this issue in this report.

No hazardous materials will be stored on site creating a hazard from explosion, contamination or fire. If the conditional use permit receives approval, a building permit for the facility will be required. The cell tower must meet Electronic Industries Alliance/Telecommunication Industries Association standards. The building permit will be forward to Yavapai County Flood Control for review and approval.

The noise generated by the facility will be minimal and comparable to the noise generated by a typical single-family residence. (See attached email from the applicant's engineer). Traffic to the facility once construction is complete will also be minimal. In staff's opinion, the proposed facility will be no more of a nuisance than other various commercial uses permitted by right in the commercial zoning district.

The applicant is proposing a 6-foot high chain link fence to surround the complex. Staff has suggested the bottom half of the fence should be a solid material to prevent entrance of pack rats and other destructive vermin.

The Clarkdale Police Department has requested the applicant grant an easement on the tower for the installation of public safety communication repeaters. This request would increase public safety by providing redundancy for the public safety dispatch system. These repeaters are encompassed in a whip antennae which extends approximately 2 feet from the top of the tower.

Since installation of the requested public safety repeater antennae would exceed the 65-foot maximum height allowance for a cell tower structure, staff would need to take a request forward to the Board of Adjustment for a variance of the height requirement should the conditional use permit application be approved.

Performance – Traffic: During agency review of the application it was noted there is only one legal access to the subject property and the surrounding businesses. This is considered a safety concern for the properties in general, both for evacuation purposes in an emergency and access by public safety personal in case the SR 89A access is blocked. Staff has included a recommended condition of approval requiring the applicant complete a road connection to Old Jerome Highway.

Property Values – During the Planning Commission public hearing several residents stated installation of the tower would decrease their property values. Staff has researched this issue and found opinions

differ on whether a cell tower in vicinity of homes negatively impacts property values or whether the availability of good cell service positively impacts property values. The applicant, Capital Telecom, will be presenting information to the Council regarding existing cell towers in the Verde Valley. Staff has researched property values for property within 500 feet of these established facilities and has found no evidence of a decrease in the property evaluation as set by the Yavapai County Assessor. Per the Town Attorney, loss of property value must be substantiated on a case by case basis.

Summary: In staff's opinion, and with the recommended conditions, the application is in compliance with the required findings for a Conditional Use Permit.

Approval Process for Wireless Facilities

Per the Telecommunications Act of 1996 the Federal Communication Commission has the final authority for approval of all wireless communication facilities. One of the initial steps required by the FCC is an environmental assessment, which as previously noted has been completed by the applicant. The second step is the zoning entitlement process.

The FCC has already issued the radio station authorization to Verizon Wireless for Northern Arizona.

Planning Commission Public Hearing

In the staff report to the Planning Commission, staff stated it has determined the Conditional Use Permit application to be complete and in compliance with the requirements of Section 4-18 of the Town of Clarkdale Zoning Code.

Approximately 40 people attended the Planning Commission public hearing on March 17, 2015. Sixteen people spoke in opposition to the application, citing negative impacts to health, views and property values and two people spoke in support citing the need for better wireless coverage. In addition, staff read into the record two letters submitted in opposition to the proposal and one email submitted in support of the proposal.

At the meeting, Ms. Karen Daniels submitted 231 signatures of residents within one mile of the subject property expressing opposition to cell towers within one mile of their homes. A second petition, containing 123 signatures of residents throughout the Verde Valley obtained at Nate's Cowboy Café in opposition to placement of a cell tower in close proximity to the restaurant was also submitted.

Planning Commission Action:

At their March 17 meeting, having found the application to be in conformance with the regulations for a conditional use permit, the Commission voted unanimously (4-0) to move the application forward for review by Town Council with a recommendation of approval based on the following conditions:

1. A building permit shall be issued prior to construction of the facility.
2. No lighting, other than the motion sensor emergency lighting described in the staff report shall be installed.
3. All components of the facility shall be removed at the expense of the applicant/property owner if the facility is decommissioned and not used for 180 consecutive days.

4. Any substantial change to the project dimensions by more than 10 percent of the design of the facility as approved will require an additional Conditional Use Permit application.
5. The applicant will grant an easement to public safety entities for placement of repeaters on the tower to enhance communications. The applicant, at their expense, will prewire the proposed cell tower for ease of future installation of these repeaters. Design and installations shall be coordinated with a vendor designated by the Clarkdale Police Department.
6. The applicant will participate in facilitating broadband infrastructure development in the Verde Valley as opportunity arises.
7. The applicant shall improve the Town right-of-way along the western boundary of the subject property including engineering, design and installation of a finished road to connect to Old Jerome Highway.

Protest Provision

After the Planning Commission action, Ms. Karen Daniels of 1565 N. Cholla submitted a written protest including signatures of forty-two percent of the property owners within 200 feet of the subject property. Per Section 5-3.A.4 of the Zoning Code, a three-fourths majority of the Council shall be required to approve this conditional use permit application.

Complaints

Subsequent to the Planning Commission public hearing, staff received a complaint relative to illegal grading without a permit and disbursement of possible hazardous materials (asphalt millings) during the illegal grading. This complaint is being handled by the standard procedure through the Community Development Department.

A similar complaint had previously been made to the Federal Communications Commission as part of the public comment period for the required environmental assessment for this project. Per an email from a FCC representative dated March 10, 2015:

“A review of this application, including the request for further environmental review, as supplemented, and responses, does not indicate that the proposed structure may have a significant effect on the environment under the Commissions’ rules”.

Time Constraints

In 2010 the Federal Communications Commission issued an administrative ruling supplemental to the 1996 Telecommunications Act establishing a 150 day time period for local governments to make a decision on new wireless facilities. The Capital Telecom wireless facility conditional use permit from Capital Telecom was determined to be complete on February 2, 2015. This is when the check for the application fee was received. According to FCC regulations, the Town has until July 2, 2015 to act on the application. A failure to provide a decision on the application within this ‘shot clock’ time frame allows the applicant to bring legal action against the Town to demand a decision.

Town Attorney Rob Pecharich gave a brief statement regarding the legal aspects of the approval or denial of this application. If the council finds: the cell tower appearance or obstruction of viewshed creates a nuisance; decreases the property value of nearby property owners; the applicant has fulfilled the obligations required by the Town; there is a gap in cell phone coverage in the town and the cell phone tower would fill that gap; and the applicant has explored other less intrusive locations and there are no such locations; the Council must balance the local concerns with national purpose.

Beth Escobar, Senior Planner, presented information about the applicant, Capital Telecom, and a PowerPoint presentation was provided. She further explained the conditional use permit process as well as the other processes that bring us to this public hearing.

Greg Lake, attorney representing Capital Telecom, presented background on cell services and the alternative site analysis. The title of Capital Telecom's project is named "Lamplighter" which is the area for the tower location at 1450 State Hwy 89A, behind storage units and Nate's Cowboy Café, and has no connection to the residential community "Lamplighter".

1. The Cement Plant Site (Clarkdale Minerals property) does not fill the gap in coverages. It does not reach the southern part of the town due to a ridgeline along with cement dust and vibration causing maintenance problems.
2. The downtown site location, including the fire station, were previously rejected because of historic overlays, elevation problems, a wash and no residential buffer.
3. The Broadway Road parcel does not fill the gap in coverage because of low elevation, hills blocking coverage and would not cover 89A.
4. Sites around the Botanical Gardens do not fill the gap in coverage because ridgelines would prevent coverage to much of the area covered by Lamplighter.
5. A site at the Cemetery is not a solution because it is divided into small parcels (some used, others not yet) - a 40'x60' fenced parcel, 24/7 access, with construction access, is not available. Immediately adjacent to neighbors - not 150' away like Lamplighter. Much of Cemetery in 89A Scenic Corridor. Council would need to agree to a change of use. (MIG would not Lease)
6. Pine Shadows site is not a feasible site because much it is in a wash area, lower elevation, no buffer of self storage and restaurant and is split by access road into Pine Shadows.

Lamplighter is the only available site to fill the significant gap in coverage. The Town's RF Engineer agrees Lamplighter is the best site. Of the various sites presented, the "Lamplighter" site appears to be the best overall of the four sites analyzed, having sufficient space for the site, and providing coverage to the south and central parts of Clarkdale at the required -80dBm level from a 65' tower.

Capital Telecom has cooperated and agreed to suggestions:

1. Relocated the site on the parcel, at Ms. Daniels' request.
2. Changed the configuration from a Mono-Pole to a monopole at Ms. Daniel's request
3. Agreed, without charge, to build out Paloma Way.
4. Agreed, without charge, to allow the police department to put an antenna on the top of the pole, and install conduit for wiring.

The site meets the two tests: There is a significant gap in coverage within southern Clarkdale and this site is the least intrusive and only feasible location of all the alternative sites.

Mayor Von Gausig opened the discussion to public comment and read into the record some of the comments.

The following people spoke or gave written comment for the record in favor of the cell tower site:

Robyn Prud'homme-Bauer, Clarkdale resident and business owner (coverage)

Fire Chief Joe Moore, Clarkdale Fire District, resident (public safety)

Phil Terbell, Clarkdale resident and property owner of proposed cell tower site (coverage, property values)

The following people spoke or gave written comment for the record in opposition to the cell tower site for reasons including nuisance, viewshed obstruction, health, property values, location and aesthetics:

Gary Morgan, Clarkdale resident

Donna Whitmore, Clarkdale resident

Shawn Stirling, Clarkdale resident

Greg Kirkland, Clarkdale resident

John Tobias, Clarkdale resident

Steve Coleman, Clarkdale resident

Maya Radoccia, Clarkdale resident (for Reynold Radoccia)

Pat Ladeau, Clarkdale resident

Gen Arielle, Clarkdale resident

Elizabeth Sexton, Clarkdale resident

Rob Adams, Sedona resident, Clarkdale landowner

Cynthia Fawcett, Clarkdale resident

Mary Brunnemeyer, Clarkdale resident

Karen Daniels, Clarkdale resident

Brian Daniels, Clarkdale resident

Sandy Sullivan, Clarkdale resident

Barbara Van Wye, Clarkdale resident

Chris Bondurant, Clarkdale resident

Frank Brookbank, Clarkdale resident

Bill Lange, Clarkdale resident

Jean Worfolk, Clarkdale resident

Carl Brian, Clarkdale resident

Doug Palmquist, Clarkdale resident

Rick Hendrickson, Lampliter Village Clarkdale resident

Lenny Adams, Clarkdale resident

Mayor Von Gausig closed public comment and called a 5-minute recess.

This is a Public Hearing, no action necessary.

CAPITAL TELECOM'S CONDITIONAL USE PERMIT APPLICATION FOR A WIRELESS FACILITY – Discussion and possible action regarding Capital Telecom's Conditional Use Permit application for a wireless facility which includes a 65-foot high monopole tower and associated supporting infrastructure at 1450 SR 89A, Assessor's Parcel Number 406-26-010Y.

Mayor Von Gausig explained in this part of the meeting the Council would discuss with staff, attorneys and applicants and make a determination as to whether a conditional use permit will be issued or not be issued, or if agreed upon delay the decision.

Senior Planner Escobar addressed some questions raised by the community regarding.

Mayor Von Gausig and the Council addressed questions to the applicant and engineer regarding other viable locations.

Would a 200 foot tower provide coverage in the industrial zone area instead of the proposed area or a combination of two towers elsewhere provide coverage for the entire town? The applicant did not have testing reports to support positively identify coverage for this option, but based upon past experience stated that it would not provide the needed coverage.

Councilmen Regner wanted a comprehensive coverage map for Clarkdale that might include more than one tower location that might work instead of the current location.

Applicant stated that along with finding properties that have the correct zoning, they must also find a property owner that will allow the tower in that specific zoning.

The Mayor stated that we could not have a map for every possible location for a tower in the town and felt that all the practicable areas had been tested and eliminated.

The Town Attorney reiterated the legal findings required for the Council's decision.

Vice Mayor Dehnert stated that last December there was a question of a zoning change that the property owner wanted to change zoning from residential to commercial in order to increase his profits from his business. The Council in that case rejected the zoning request. Dehnert stated that zoning is something that citizens should be able to rely on and that should be the same in this case. He stated that the property location proposed for the cell phone tower had been zoned commercial in 1973 at least 20 years prior to homes being built there.

Councilmember Regner moved to table this agenda item for further discussion.

There was no second.

Vice Mayor Dehnert moved to approve the application. Councilmember Buckley seconded the motion.

Vice Mayor Dehnert amended the motion to approve the application to include the following conditions:

1. **A building permit shall be issued prior to construction of the facility.**
2. **No lighting, other than the motion sensor emergency lighting described in the staff report shall be installed.**
3. **All components of the facility shall be removed at the expense of the applicant/property owner if the facility is decommissioned and not used for 180 consecutive days.**
4. **Any substantial change to the project dimensions by more than 10 percent of the design of the facility as approved will require an additional Conditional Use Permit application.**
5. **The applicant will grant an easement to public safety entities for placement of repeaters on the tower to enhance communications. The applicant, at their expense, will prewire the proposed cell tower for ease of future installation of these repeaters. Design and installations shall be coordinated with a vendor designated by the Clarkdale Police Department.**
6. **The applicant will participate in facilitating broadband infrastructure development in the Verde Valley as opportunity arises.**
7. **The applicant shall improve the Town right-of-way along the western boundary of the subject property including engineering, design and installation of a finished road to connect to Old Jerome Highway.**

Councilmember Regner thanked the group for their participation, respect and courtesy.

Mayor Von Gausig thought the property value issue went both ways. He found it compelling that neighbors' viewsheds would be intrusive but also found that there are obstructions and infrastructure blocking views in most properties. Services also improve the value of the community. It was important to have thorough examination of what the alternatives are because that is the question is being asked.

The federal preemption on the Town of Clarkdale's ability to say "no" is a powerful thing and it is not something to which we can just say just "sue us, and we will pick up the tab". We would be breaking federal law if we did not allow the applicant to put a cell tower there if we believe that there were gaps in the coverage area and that there would be gaps in the future for that coverage area. Our own independent consultant confirmed all of Capital Telecom's information for us so we did not rely on the information brought to us by the applicant. If you believe that there is no other place to put this tower in order to get the coverage needed for that area of town we are compelled then to approve this application.

It is an interesting idea that if you could put a higher tower in some other part of town you might be able to reach that coverage, but I absolutely believe what the engineer just told us being that you are also going to have interference with other cells in the area once you get above a certain height.

I feel that we have satisfied the need to explore all the alternatives to see if this is the most reasonable and practicable, and I believe it is.

Councilmember Bohall stated he believed that he would vote against the cell tower location and was further swayed by the comments of the neighbors, but was convinced by Vice Mayor Dehnert’s remarks about the zoning.

Councilmember Buckley seconded the motion. The motion passed unanimously.

FUTURE AGENDA ITEMS - Listing of items to be placed on a future council agenda.

ADJOURNMENT – Without objection, Mayor Von Gausig adjourned the meeting at 10:53 P.M.

APPROVED:

ATTESTED/SUBMITTED:

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 12th day of May, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2015.

SEAL

Kathy Bainbridge, Town Clerk

**Minutes of a Special Session of the Common Council of the Town of Clarkdale
Held on Tuesday, May 12, 2015**

Minutes of a Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, May 12, 2015 at 5:00 p.m. at Clark Memorial Clubhouse, Reading Room, 19 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 5:00 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Richard Dehnert
Councilmember Scott Buckley

Councilmember Bill Regner
Councilmember Curtiss Bohall

Town Staff:

Town Manager Gayle Mabery
Town Clerk/Finance Director Kathy Bainbridge
Senior Planner, Beth Escobar
Jodie Filardo, Community & Economic Development Director
Attorney Rob Petcharich
Attorney Jonathan Millet

1. **PUBLIC COMMENT** – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

There was no public comment.

Without opposition Mayor Von Gausig moved to adjourn to Executive Session.

2. **EXECUTIVE SESSION** – The Council may vote to discuss the following matters in executive session pursuant to A.R.S. §38-431.03:

A.R.S. §38-431.03(A)(3) discussion or consultation for legal advice with the attorney representing the public body.

- A. **CONDITIONAL USE PERMIT APPLICATION FOR A WIRELESS FACILITY INCLUDING A 65 FOOT HIGH MONOPOLE POWER AND ASSOCIATED SUPPORTING INFRASTRUCTURE AT 1450 SR 89A FROM CAPITAL TELECOM.**

The Executive Session will be held immediately after the vote and will not be open to the public.

3. ADJOURNMENT

Without opposition, the Executive Session was adjourned at 5:55 P.M. by Mayor Von Gausig.

Without objection Mayor Von Gausig adjourned the meeting at 5:57 P.M.

APPROVED:

ATTESTED/SUBMITTED:

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 12th day of May, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2015.

SEAL

Kathy Bainbridge, Town Clerk

**Minutes of a Special Session of the Common Council of the Town of Clarkdale
Held on Tuesday, May 19, 2015**

Minutes of a Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, May 19, 2015 at 5:00 p.m. at Clark Memorial Clubhouse, Reading Room, 19 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 5:00 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Richard Dehnert
Councilmember Scott Buckley

Councilmember Bill Regner
Councilmember Curtiss Bohall

Town Staff:

Town Manager Gayle Mabery
Town Clerk/Finance Director Kathy Bainbridge
Senior Planner, Beth Escobar
Chris Thomas, Attorney Squire Patton Boggs

- 1. PUBLIC COMMENT** – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

There was no public comment.

Without opposition Mayor Von Gausig moved to adjourn to Executive Session.

- 2. EXECUTIVE SESSION** – The Council may vote to discuss the following matters in executive session pursuant to A.R.S. §38-431.03:

A.R.S. §38-431.03(A)(3) discussion or consultation for legal advice with the attorney representing the public body.

A. UNITED VERDE SOIL PROGRAM

The Executive Session will be held immediately after the vote and will not be open to the public.

- 3. ADJOURNMENT**

Without opposition, the Executive Session was adjourned at 5:55 P.M. by Mayor Von Gausig.

Without objection Mayor Von Gausig adjourned the meeting at 5:57 P.M.

APPROVED:

ATTESTED/SUBMITTED:

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 19th day of May, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2015.

SEAL

Kathy Bainbridge, Town Clerk

**Minutes of a Special Session of the Common Council of the Town of Clarkdale
Held on Tuesday, May 19, 2015**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, May 19, 2015, at 6:00 p.m. in the Clarkdale Auditorium, 19 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 6:00 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Richard Dehnert
Councilmember Scott Buckley

Councilmember Bill Regner
Councilmember Curtiss Bohall

Town Staff:

Town Manager Gayle Mabery
Town Clerk/Finance Director Kathy Bainbridge
Community Services/Human Resources Director Janet Perry
Community Development/Economic Director Jodie Filardo
Utilities/Public Works Director Wayne Debrosky
Police Chief Randy Taylor
Chris Thomas, Attorney Squire Patton Boggs

Presenters:

John Patricki – Arizona Department of Environmental Quality, Project Manager of Clarkdale Site
Julie Hoskin – Arizona Department of Environmental Quality, Voluntary Remediation Manager
Rick Zeise – State Attorney General’s Office
Jennifer Botsford – Arizona Health Services
Melissa Tegarden – Arizona Health Services
Alicia Voss – Freeport Minerals Corporation
David Wallis – Attorney – Freeport Minerals Corporation

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

No Public Comment

NEW BUSINESS

UNITED VERDE SOIL PROGRAM BACKGROUND AND OVERVIEW – A presentation from Clarkdale Town Staff relating to the Town of Clarkdale’s planning and response related to the United Verde Soil Program. (15 minutes*)

Background: The Town of Clarkdale was informed during an April 14, 2015 meeting between Mayor Von Gausig, Town Manager Mabery and representatives from Freeport Minerals Corporation (Freeport) that Freeport had submitted an application with the Arizona Department of Environmental Quality's (ADEQ) Voluntary Remediation Program to undertake the UVSP.

According to a Fact Sheet developed by Freeport and provided to the Town after the April 14th meeting, the United Verde Copper Company operated a copper smelter northwest of Clarkdale from 1915 to 1932. The smelter was reopened in 1935 when Phelps Dodge purchased United Verde and continued to operate until 1953. Freeport is the successor to Phelps Dodge Corporation.

According to the Fact Sheet, because the United Verde smelter operated in an era before emissions control equipment was commonly used, historical air emissions from the smelter may have deposited metal-bearing particles (including arsenic, copper and lead) on nearby soil. Freeport plans to move forward with a soil testing program to investigate potential smelter-related impacts to soil in the area of Clarkdale near the former smelter. This area generally includes the properties located in the residential portion of the historic Clarkdale townsite and the Yavapai-Apache Nation reservation. If test results determine that metal concentrations in soil exceed the target cleanup levels for the program, then Freeport will offer soil replacement and landscaping restoration at no cost to the property owner.

Given the potential for the UVSP to impact our community in a variety of ways, the Town of Clarkdale has undertaken extensive investigation and resource identification activities since learning of the issue in mid-April. In addition to an internal team working on the project on the Town's behalf, we recognized early on that we would need some specialized advice on this project. During their April 28th Council meeting, the Town Council directed the staff to initiate an amendment to the Town of Clarkdale's contract with Squire Patton Boggs (SPB) to include legal advice and consulting on issues relating to the UVSP. As a result, Christopher Thomas from SPB is providing legal advice on this issue, and environmental consulting services are being provided through SPB by Gary Boettcher and Associates, LLC.

After requesting the public records associated with the UVSP from the ADEQ, the Town received copies of the two documents on file at the State, including:

- Freeport's Voluntary Remediation Program Application for the UVSP, dated July 24, 2014
- A Human Health Risk Assessment to Support Site-Specific Soil Remediation Levels for Arsenic, Copper and Lead at the United Verde Soil Program (Prepared for Freeport by Damian Applied Toxicology, LLC), dated January 22, 2015

Clarkdale's environmental consultants and legal team will provide initial review of the above mentioned documents, and on-going consultation for other technical and legal issues relating to this project.

Clarkdale's internal team has interviewed representatives from several communities where similar programs have been undertaken, both within and outside Arizona, including Bisbee (AZ), Douglas (AZ) and Blackwell (OK) to better understand the lessons learned by those communities, and the impacts that could be anticipated by residents. Clarkdale representatives also attended the State's Brownfields Conference in Phoenix in late April, which provided additional state and federal

resources to research with regard to future project funding that might be applicable depending on the soil testing results in the UVSP.

In order to provide information to our community in a timely manner, Clarkdale asked FMC to attend the May 19th Council meeting to provide information about the UVSP. In addition, Clarkdale asked the ADEQ and the ADHS to attend the same meeting to provide pertinent information. To make sure the public had access to information about the issue, Clarkdale posted its first information relating to the UVSP on the Town's website on May 1st and issued a Press Release on that same day.

Additionally, staff is interested in exploring the formation of the Citizen's Committee to help serve as a conduit of information for the public in regards to the UVSP. We plan to bring recommendations back to the Town Council in the next 30-60 days relating to the formation of a committee for this purpose.

In advance of the May 19th meeting, Clarkdale officials have met with representatives of numerous other Clarkdale and Verde Valley communities, agencies and organizations in order to discuss the UVSP. A copy of Freeport's Fact Sheet about the project has been posted on the Town of Clarkdale's webpage, as has the initial application that Freeport filed with ADEQ to participate in the Voluntary Remediation Program. Announcements for dates and times of future public meetings on this topic will also be made available on the website: <http://www.clarkdale.az.gov>

Having held several meetings with various representatives from FMC in the past month, Clarkdale's team has drafted a list of questions that we feel need to be addressed during the May 19th Public Meeting. FMC has already addressed a number of these issues with various Clarkdale representatives, but we felt it important that they be addressed in a public meeting as well. These questions are not meant to be all-encompassing, but we believe they will be of interest to the Town Council and to our citizens:

What was the trigger to initiate this project?

What substances are you testing for, and what are the allowable levels for those substances?

Have you done soil testing in Clarkdale yet, and, if so, what were the results?

What are the health risks to humans associated with the metals you are testing for?

Are there concerns about ingesting food grown in soil if these metals are present?

How did you establish the initial testing area, and what will trigger expansion of that area?

Will you provide soils testing for properties outside the Initial Project Area if requested by a property owner?

How do you plan to reach out to property owners in the Initial Project Area?

What if someone does not want their property tested or remediated?

What are your plans for testing and remediation at the Clarkdale-Jerome School and in our public parks?

Please describe how the soil testing would be handled for a typical residential property.

Please describe how the remediation of a typical residential property would be handled were the soils tests to show the need for remediation.

Will you relocate homeowners during the remediation of their property?

How do you handle mature trees and vegetation?

Are there opportunities to replace high water use landscaping with lower water use landscaping?

Will you warranty the landscaping that you provide?

Will the standards applied for the Soils Program be consistent for both the Yavapai-Apache Nation and the Town of Clarkdale?

What is ADEQ's program authority on the Yavapai-Apache reservation in Clarkdale?

How will you handle testing and remediation for undeveloped properties that are currently zoned for residential or commercial use?

What are your plans for disposal of the remediated materials, and what is the source for new materials that would be brought into our community?

What are your plans for dust control during the soil remediation?

How long should we anticipate the testing and remediation phases to last?

In addition to soils, could the river or the groundwater be impacted?

Can we expect local job creation as a result of this project?

How will Clarkdale businesses be utilized during the project?

What types of local businesses will see the greatest economic impact (positive or negative)?

How can citizens stay updated on the latest information pertaining to this project?

What are your next steps and when will you hold an Open House to provide additional information to the community?

We know that the community understanding of the impacts that historic smelter operations may have had on our town will continue to evolve as more information is developed through the soil testing process. Although Freeport did not operate the historic smelter, they are the successor to Phelps Dodge, and as such have the responsibility for the impacts caused by the smelter. We believe that responsibility encompasses the need to remediate the impacts from the smelter and assist the community with recovery. Ultimately, we hope those efforts will allow Freeport to leave a positive legacy in Clarkdale.

Town Manager Mabery presented an overview of the Remediation Project. Mayor Von Gausig acknowledged the various agency and government representatives that were present.

This is a presentation and no council action required.

PRESENTATION BY ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY (ADEQ) – A presentation on ADEQ's Voluntary Remediation Program for investigation and clean-up of contaminated sites and ADEQ's role with regard to the United Verde Soil Program, and

questions from Clarkdale Town Council. (30 minutes)

Julie Hoskin gave a PowerPoint presentation with technical information on the application process and requirements completed and fulfilled by Freeport Minerals to initiate the voluntary remediation project.

Voluntary Remediation Goals:

- Allow applicants to conduct expedited remediation of properties and return them to productive use
- Work cooperatively with applicants to achieve their remediation goals in a cost effective manner
- Allow applicants to proactively reduce risk to public health and the environment
- Facilitate selection of regulatory tools available to the applicant to reach site closure

Soil Rule

Three ways to establish cleanup standards under ADEQ's Soil Rule R18-7-201

- Pre-determined Soil Remediation Levels (SRLs)
- Background
- Site Specific (Risk Assessment)

Overview of Voluntary Remediation Program Process

- Submit work plan for approval
 - Flexibility
 - Include Quality Assurance issues relevant for level of site
 - Work plan approval
 - Conduct work
 - Modification of work plan (as necessary)
 - Request for NFA determination

Mayor Von Gausig asked if the geographic scope in the application could be broadened by ADEQ and was informed that ADEQ determines that on a case by case basis and the broadening of the scope of the cleanup could be accomplished within the same application.

Town Manager Mabery asked if ADEQ had any role in the expansion of the scope of a cleanup area and Hoskin replied that dependent on the data results ADEQ could have influence on what the expansion should entail. Mabery further asked if ADEQ performed any "split sampling" of their own in the project area and Hoskin responded that ADEQ does not. Mabery then questioned ADEQ's jurisdiction on the reservation which is part of the initial project area. Hoskin stated that ADEQ does not have jurisdiction in the tribal nations however they are not restricted from working on the reservation with tribal agreement.

Councilmember Regner asked if the application request for testing certain types of contaminants was expanded upon by ADEQ and was told that it was not a standard practice to look at the ore body. The applicant cannot be required by ADEQ to test outside of the specified metals however they can and do make recommendations.

Town Manager Mabery asked if contaminants other than copper, lead and arsenic would be tested for in the sampling and Hoskin stated they would have to refer to the work plan and make a decision based on that.

This is a presentation and no council action required.

PRESENTATION BY FREEPORT MINERALS CORPORATION (FMC) – A presentation on FMC’s United Verde Soil Program, which is a soil testing and remediation program associated with historical air emissions from the United Verde Smelter that may have resulted in deposits of metal-bearing particles (arsenic, copper and lead) on nearby soil; includes time for questions from the Clarkdale Town Council. (60 minutes)

Alicia Voss presented information and fielded questions on the Voluntary Remediation Program. Voss gave the smelter history and stated it was fully operational from 1915 – 1932 and owned at that time by United Verde Copper Company. Phelps-Dodge took over after a short hiatus from 1935 – 1953. The smelter was then closed. Freeport Minerals acquired Phelps-Dodge in 2007. The smelting process created air emissions that included particulate with metals that tend to settle in soil. Freeport is requesting ADEQ’s oversight and participation for soil testing for specific particulate of copper, arsenic and lead.

The “reporting deliverables” in Freeport’s application include:

- Human Risk Assessment which states the target cleanup levels they are using for this project are 9000 mg/kg for copper; 425 mg/kg for lead and 30 mg/kg for arsenic.
- Sampling and analysis plan which explains how the process will be handled and handled safely (this includes a Quality Assurance Project Plan and a Health and Safety Plan).
- Remedial action work plan will come later in the process. Will outline how the properties will be restored.
- Completion report

The initial study area is the part of Clarkdale that was closest to the former smelter. Data from within that study area will help determine whether to expand the boundary.

Mayor Von Gausig described the initial study area boundaries for the benefit of the audience.

Voss explained the soil program process:

- Outreach process of their project which includes direct mailings, access agreements with explanation of program, storefront office for community questions, and an open house. This portion of the program is scheduled to begin in the Summer of 2015.
- Soil sampling. All results will be available to the property owner. (Fall, 2015)
- Soil remediation. (Schedule determined by sampling data.)

- Interior cleaning. Freeport offers to clean the interior of the homes of participating property owners in the event that dust may have gotten into the house during the remediation process.

Freeport Minerals will pay the entire cost of the project and participation is voluntary for property owners.

Voss played a 5 ½ minute video further describing the sampling process.

Voss concluded the program and questions from the Council followed.

Mayor Von Gausig (MVG): Why Clarkdale and why now?

Answer (A): Freeport gained an understanding and awareness of smelter issues and has been working through other town sites with ADEQ. Previous projects have been in Ajo (100% complete); Bisbee (99% complete); and Douglas is just getting started remediation and restoration projects this summer. Clarkdale was identified as one of the sites they wanted to address.

MVG: How were the target cleanup levels chosen (9000 ppm – copper; 425 ppm – lead; 30 ppm – arsenic)?

A: The numbers come from the Human Health Risk Assessment specifically for this project.

MVG: If the concentration of a contaminant is very high but the exposure is very low, is it correct that the risk assessment could show a different number than if the exposure were high?

A: Deferred to Health Services however briefly stated that concentration and the exposure will equal the risk.

MVG: Has there been any testing of soil samples in Clarkdale?

A: Not yet.

MVG: How did Freeport establish the initial testing areas indicated on the maps?

A: That part of Clarkdale that is closest in proximity to the smelter. It is the most likely area to find something.

MVG: What might trigger an expansion of that area?

A: Discussion of expansion of the boundary depend on the data. If there is an indication of a significant issue they would have further discussions on expansion.

MVG: I am a property owner in the study area. What if I decide I don't want Freeport to test, or if I do decide to allow testing and there are exceedances showing in the result but I decide I don't want property remediation, what happens to my property then? Am I giving up any of my rights if I do that?

A: The program is voluntary. You can drop in or out at any time. Freeport strongly encourages people to go all the way through the process.

MVG: What if I initially decide I don't want to participate but later change my mind?

A: As long as the program is running, Freeport will test for anyone in the study area that decides to come in even on the very last day.

MVG: What if I am a property owner who lives just outside the study area but want my property tested sooner rather than later, is there an opportunity to get that done or does it have to wait until the initial study area is completed?

A: Freeport wants to stick to the initial study area at the beginning. There will be those extenuating circumstances that may be handled differently and Freeport asks that those property owners come in and talk to them about their particular issues.

MVG: What about concerns surrounding Clarkdale-Jerome School and our public parks?

A: Typically properties placed at the front of the sampling program are areas where children are present including public properties and play areas, schools, and residences that have children.

MVG: If someone needs a large scale remediation of their location will Freeport provide re-location services during that remediation?

A: Typically the remediation process is 1 – 3 days and the property is always accessible to the owner. No one needs to be displaced. If the property owner would be more comfortable elsewhere, they will make arrangements and pay for that.

MVG: Will Freeport be doing some kind of dust control during the process?

A.: Yes. Properties are pre-wet. They have trucks that spray water. They understand that the Town has trucks that have gray water. They actively monitor for dust using dust monitors.

MVG: Will Freeport do whatever possible to save trees and mature landscaping or will it all have to go?

A: We take great care to save trees and mature landscaping. They sit down with the property owner and discuss what their concerns are and have a specific remediation program for every property. They work with arborists to learn about root systems.

MVG: Are property owners bound by the current type of landscaping they have, i.e., could he change to a xeriscaping type landscape?

A: Freeport will replace in kind but xeriscaping options could be discussed.

MVG: Is the landscaping done by a licensed landscaper and warranted? And who pays for the water used for the landscaping?

A: Freeport obligates itself to 60 days to maintain the landscaping. When they get to work plan stage they will identify the source of the water to be used. If they use private residents' water they will reimburse the homeowner for the water.

Vice Mayor Dehnert (VMD): If it's found that a property needs remediation, and there are areas that have been paved over, i.e., patios, pavers, sidewalks, etc., can that hard surface stay?

A: They typically do not remove hardscape, i.e., roads, concrete sidewalks, asphalt driveways. They do take out gravel driveways.

MVG: What if one section of a yard requires remediation but another section does not? Is the entire property remediated?

A: During sampling the yard is divided into sections. It is common for the front yard to have exceedances and not the back yard. They will replace only what exceeds. The data is relied on to provide procedures on what would require remediation.

Town Manager Mabery (TMM): A couple of our residents have contacted the Town requesting to be put on a contact list for upcoming meetings. Is that something they are including in their community outreach program?

A: Could have a local repository

TMM: Along with Freeport's proposal of having a local repository for the physical documents, what is the possibility of having an online repository as well?

A: They can discuss the online repository and get back with the Town.

TMM: Would the target cleanup levels be the same for the Yavapai-Apache Nation as they would for other residential properties in Clarkdale?

A: Yes. They are proposing to use the same numbers.

TMM: Although the focus of this project is on soil, is there possibility that groundwater or surface water has been impacted?

A: From their experience it is not likely. The targeted metals typically are shallow soil issues usually 6-12 inches, sometimes a little deeper than 12 inches but not much more than that.

TMM: Having visited with some of the other communities that have experienced this type of remediation, what are the impacts on the Town with regard to economic development?

A: There is need for local services and labor. Typically during sampling they bring in trained crews who will need lodging, food, supplies, etc. Construction/remediation phase is usually where there is opportunity for local hires. Those tend to be labor level jobs, some skilled jobs, i.e., CDL drivers. In some of other communities, as long as the remediation goes on, they tend to pick from local labor depending on local labor pool interest. One current job they have is up to 25-30% local labor.

TMM: The video discussed a 2' depth of remediation, are there instances that they might go deeper than 2'?

A: Initially they sample in 6" intervals down to 2'. They will analyze the first two intervals and the data. If the data does not exceed their criteria, they do not go deeper in analysis. If concentrations go deeper they may then go deeper than 2'.

TMM: Please elaborate on the grid and the 3600 sf sections of property analysis.

A: For every property they will divide it into "use" areas, front yards, back yards, side yards, and those will be divided into square footage areas that are uniform 3600 square feet. Within that use area they will collect 5 samples that they will composite into one sample to represent the concentration for that area. If in the analysis of that sample there is an exceedance for that use area then they recommend the entire use area be replaced.

VMD: If one of the areas in my yard exceeds, but you mix all the samples and the composite comes out lower than the acceptable level, I may still have a hot spot that got mixed in with the rest. How does that work?

A: The composite is within the single use areas.

TMM: How do they test the new soil to make sure it meets all the acceptable standards?

A: A source of import soil will be identified and tested. All the testing criteria and protocols will be in the remedial action work plan that goes to the state for review. The soil will be tested for a very long list of chemical parameters and will not import something of less quality than what they are

exporting.

TMM: Can we anticipate Town-owned properties and rights-of-way included in testing?

A: Yes, commonly rights-of-way, alleys are included. Freeport needs to get a better understanding of what needs to be included in the Town-specific properties.

MVG: Where does the soil that is being removed go?

A: When they have a better understanding of the amount of soil that needs to be remediated, they will evaluate the disposal options. Could be off-site in permitted landfill or other uses nearby that are beneficial. They haven't identified them yet.

Councilmember Regner (CR): Could she explain the difference between levels established by a government entity and based on federal and state guidelines?

A: The target cleanup levels in the human health risk assessment are the levels they will use to remediate. Those levels were derived using formalized process using federal and state levels. The methodologies are uniform and accepted for this program. There are three ways to comply with ADEQ's soil rules: predetermined soil remediation level risk based numbers; background; and site-specific determination.

CR: Will the results of the testing be part of the public record?

A: The results will be part of the public record however are confidential. The record will identify the property with a coded number that will not disclose the actual address.

CR: Will irrigation systems be replaced?

A: Yes.

MVG: How will they treat vacant lots and commercial properties that are not built on?

A: If they are within the initial study boundary will be decided upon by asking if the property is scheduled for development, what is the development around this property, what is the property zoned, etc. They will talk to the property owner and discover the plans. If there are no plans imminent for the property, they may hold off on remediation. It becomes a conversation with the individual property owner.

MVG: What if the property owner does not have imminent plans to develop and between Freeport and the property owner decide there won't be any testing, but for example the owner sells the land later, the new property owner decides s/he wants it tested, do they come back to Freeport?

A: Yes they could do that.

MVG: Is there any way to guarantee that the property would be tested in the future?

A: From experience there have been new owners that later come in. They establish a toll free number, accumulate those property calls and do go back and test.

TMM: How many remediations do they anticipate within the initial 500 properties?

A: No guess.

TMM: Is developed commercial property within the project area eligible for testing?

A: They are eligible. Some of the difficulties they might encounter with a commercial property is that there is no exposed soil available to test. They will take a look at that.

This is a presentation and no council action required.

PRESENTATION BY ARIZONA DEPARTMENT OF HEALTH SERVICES (ADHS) – A presentation by staff from ADHS relating to the health risks associated with arsenic, copper and lead and providing information on known disease rates in the State's Primary Care Area for Clarkdale; includes time for questions from the Clarkdale Town Council. (30 minutes)

Melissa Teagarden and Jennifer Botsford presented information from Arizona Health Services.

Health effects depend in part on the amount that gets into the body and how it gets into the body (lead, arsenic and copper in soil don't get through the skin easily, and may cause different symptoms if inhaled than if ingested.

Most children will not have any symptoms – the only way to detect lead poisoning is through a blood test. The greatest risk for lead poisoning is for children less than 6 years of age and an unborn baby.

Questions followed from Council:

MVG: Is there any organized blood testing for lead for children in this area?

A: Not in Clarkdale – it is not in a targeted zip code. In the past 5 years there has been 86 children tested with no high levels.

MVG: Why were those children tested?

A: It's up to the parents and the physician. Some physicians are more actively testing than others.

VMD: How were the targeted zip codes selected?

A: Selected from previous years of data and past experience.

VMD: Is there any history in Clarkdale regarding unusual disease outbreaks, cancer clusters, or anything to indicate we have experienced health effects already from these compounds of concern?

A: Not that they have identified. ADHS doesn't actively look for cancer clusters. They won't be able to have an opinion until they have data.

CR: A blood serum test shows what levels are at a point in time and that if you have been exposed to these metals they may be stored in other parts of the body, so a blood serum test may not show what the blood levels are at a point in time so a better test might be a hair analysis test. Is this true? Why is the blood serum test being used as the accepted method of testing?

A: Hair testing is difficult as it may be contaminated already by heavy metals in shampoos for example. Blood testing is the best for lead. If lead is concentrated in the bones and not circulating in the blood it is not a health risk. The biggest risk is for a fetus or children under six years of age.

TMM: Will DHS be reviewing the results of the soil sampling here in Clarkdale?

A: Yes, if the Town requests it they can do that.

TMM: Did DHS already comment and review on the human health risk assessment that was turned in to DEQ for this project?

A: No. It is not standard. They requested a third party to evaluate on their behalf.

TMM: Are there any risks to eating foods grown from gardens in this soil?

A: That would depend on the level in this soil. Certain vegetables take out more arsenic and lead than others. They also found that those gardens have more arsenic and lead when other parts of the yard did not possibly due to additives like fertilizer and pesticides. Recommends having soil tested where you plan to garden.

TMM: (to DEQ) – Will they send third party review of risk assessment?

A: Yes.

This is a presentation and no council action required.

COMMENTS/QUESTIONS FROM THE PUBLIC – The Town Council invites the public to provide comments and/or questions relating to agenda items 3 through 6 at this time. (60 minutes)

Mayor Von Gausig opened the discussion to public comments and questions.

Kathryn Marcus, Clarkdale, Yavapai-Apache Nation resident: Yavapais gathered spinach down by the river and bananas from the yucca plant and took it back to Ajo. In 1950 her father was a furnace operator for Phelps-Dodge in Ajo. The smoke from the smelter was horrible smelling and it went into her nose and hurt her nose. They used to eat wild onions, chilies and nuts from Palo Verde trees in Ajo. They lived next door to the mine. The mine blasting affected her ears. Wondering if she is full of chemicals?

A: (DHS) – Can't answer to past exposures. Doesn't know how much those exposures are impacting her current life. Her physician may be able to address those issues more specifically. Most common symptoms of exposure are listed on the handout that is available.

Phil Trebell, Clarkdale resident: Would Freeport compare the scope of the Clarkdale project to the Bisbee/Ajo/Douglas projects?

A: The Bisbee residential project involved over 5000 properties. The number of properties remediated was over 1500. Douglas 1300 property count in initial study and the remediated properties is around 100.

Mr. Trebell: He and fellow realtors are wondering how to describe this to property owners who are selling their properties. What disclosures should be given now and after remediation?

A: Without giving legal advice, they have found that a property owner who is in the midst of property transfer, the letters that show sampling and/or remediation are helpful in that property transaction. In other communities they have had special outreach to realtors to give information. They would be happy to do the same here.

Esther Talbert, Cottonwood resident and owner of Yavapai Realty: Would welcome them to come to one of their meetings to help with this. With respect to disclosure the law states that if it is material it must be disclosed even though they are not attorneys. Question to ADEQ – this defined area – is it of record and if that is a remediation and it is defined as it is tested down the road is that considered in the phase one or just a remediation and will that be of record? If it is a record it is material. How have they seen this in the past with regard to real estate?

A: Rick Zeise stated that giving legal advice for the State of Arizona is not something they can do.

Tim Mosler, Clarkdale resident: When the remediation is finished and there is closure, is Freeport's responsibility for the project completely over or are they still responsible for this area? What if what standards pass today don't pass in 10 years. Are they required to come back to the homeowners?

A: Freeport representative stated that Freeport will not be seeking any release from the property owners or the State.

Tim Mosler: If you test and remediation is needed, can it be taken care of by capping the property?

A: For this program they will not be capping anything, they will be doing removal and replacement.

Donna (unheard), Clarkdale resident: Why now and what are the advantages of doing voluntary application now? What are the legal reasons and strategy?

A: Since Freeport's acquisition of Phelps-Dodge, Freeport understands its obligation to address any environmental impact that needs to be addressed regarding these smelters.

Donna: If they don't work down the list of smelters, what happens?

A: There are legal consequences for not doing this work, legal suits, etc. Freeport recognizes their obligation and is doing this work voluntarily.

Donna: Is there a way to test for any other dangerous chemical other than lead, arsenic and copper?

A: This process is similar to others in other areas. They are only looking for chemicals that could have come from the smelter.

Karen O'Regan, Clarkdale property owner: One of her properties is rented by tenants with three small children. Wants to make sure that her property is remediated so that the kids can play on the property. Also wants to make sure that they get through the process in a quick way because she wants to sell her property in the future and wants to make sure it is remediated in a way that enables her to sell safely in an economically sound manner. Referred to soil remediation levels that are established for this project. Puzzled at site-specific because there's no data to use for that risk assessment other than what they may have done in other places. The cleanup levels predetermined by DEQ and approved in rule for arsenic are 10 ppm and Freeport is proposing 30 ppm, for lead the predetermined soil remediation level is 400 ppm and Freeport is proposing 425 ppm. For copper the SRL is 3100 ppm and Freeport is proposing 9000 ppm. It's hard to think of selling your property and in disclosure you say "my soil is cleaned up to the highest standard". Are those standards appropriate for our homes? Does the community have any say in what levels the properties are cleaned up to?

A: The predetermined levels are the most conservative levels available. This is actually more specific through EPA and is an approved process through rule. She is unprepared to discuss specifics on risk assessment. It is now set and approved. Science is used to approve that. The 30 ppm is the risk based number. The 10 ppm number is a default background number for the State of Arizona.

Karen O'Regan: Why hasn't DHS looked at the risk assessment?

A: (DHS) We have one risk assessor. If we are requested to look at something we do that.

Karen O'Regan: When people look at my property when I'm turning it over, wouldn't they look at the State standards?

A: The risk assessment cleanup standards are specific to Clarkdale. They are not generic to the State.

Karen O'Regan: How can that be when you don't have soil samples?

A: You don't necessarily have to have soil samples to understand exposure pathways.

Karen O'Regan: If you have properties where there are children and there are high levels of lead contaminations, will Freeport agree to pay for the blood testing for kids?

A: Freeport prioritizes the testing of properties to those with children, they provide test results to property owner and if there are health concern Freeport recommends medical advice. In their experience, lead paint plays a big role and deferred the question to DHS. (DHS) – Most insurances will pay for the blood test. State insurance will pay most of the time.

James Gemmill, Clarkdale resident: If we have soil testing on my property and it requires remediation and I say 'no' does that devalue my property in the future?

A: Doesn't have a way to evaluate that. Doesn't know what happened in other communities. If he does get the testing it is their recommendation to get the soil remediated if it requires.

(Unheard name) Clarkdale resident/property owner: Still not clear on risk assessment – thought the rule said that it had to be a site-specific risk assessment and they are saying there is no sample data yet but they have done a site-specific risk assessment.

A: There are site-specific aspects of the risk assessment based on the residential, child exposure, evaluations for mine/smelter material but primarily default numbers that were put in to it.

Q: If that's the case why don't they use the same numbers that they used to set the SRL?

A: Lead – when you run the model you get 425 ppm; the EPA used the number 400 ppm. They were told that site specific was the preferred standard. Arsenic – 10 ppm is not based on risk, the number is 30 ppm. Copper is not a cancer risk and is a different model. DEQ approved with results of risk assessment.

Q: Study area – have you done anything as far as an evaluation of the area of deposition, like air quality monitoring, prevailing winds, how far particulates travel, generic sampling, how big the area is?

A: It's hard to model data that they don't have from the smelter. Prevailing wind information was available from the cement plant. Prevailing winds were to the north. They selected the area closest to the smelter.

Various Public Comments regarding the risk based target clean up numbers and real estate disclosures & liabilities.

CLOSING COMMENTS/QUESTIONS FROM THE TOWN COUNCIL - The Town Council will provide closing comments and/or questions relating to agenda items 3 through 7 at this time. (15 minutes).

Mayor Von Gausig made closing comments and recommendations.

Council comments only and no council action required.

FUTURE AGENDA ITEMS - Listing of items to be placed on a future council agenda.

ADJOURNMENT – without objection the meeting was adjourned at 8:48 P.M. by Mayor Von Gausig.

APPROVED:

ATTESTED/SUBMITTED:

Mayor Doug Von Gausig

Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the special meeting of the Town Council of the Town of Clarkdale, Arizona held on the 19th day of May, 2015.

I further certify that meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2015.

SEAL

Kathy Bainbridge, Town Clerk

**Minutes of a Special Session of the Common Council of the Town of Clarkdale
Held on Tuesday, May 26, 2015**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, May 26, 2015 at 3:00 P.M. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 3:00 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig

Councilmember Bill Regner

Vice Mayor Richard Dehnert

Councilmember Curtiss Bohall

Councilmember Scott Buckley

Town Staff:

Town Manager Gayle Mabery

Town Clerk/Finance Director Kathy Bainbridge

Community Services/Human Resources Director Janet Perry

Community Development/Economic Director Jodie Filardo

Utilities/Public Works Director Wayne Debrosky

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

There was no Public Comment

CONSENT AGENDA - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A. **Reports** - Approval of written Reports from Town Departments and Other Agencies
 - Building Permit Report – April, 2015
 - Capital Improvements Report – April, 2015
 - Magistrate Court Report – April, 2015
 - Water and Wastewater Report – April, 2015
 - Clarkdale Fire District Report and Mutual Aid Responses Report – April, 2015
 - Police Department Report – April, 2015
 - Police Department RICO Quarterly Report – 1st Qtr. 2015
 - NAIPTA Transit Report – April, 2015

- B. **Wine Festival License** - Approval of a recommendation to the State Department of Liquor License and Control to approve a Wine Festival License for Pillsbury Wine

Company North for the Verde Valley Wine Consortium's event to be held on Saturday, May 30, 2015 from Noon – 6:00 p.m. at Yavapai College, 601 Black Hills Road, Clarkdale, AZ.

Councilmember Regner moved to accept Consent Agenda items A and B as presented. Councilmember Buckley seconded the motion. The motion passed unanimously.

NEW BUSINESS

WORKSESSION ON THE BOOSTER PUMP STATION RETROFIT OF THE 89A

RESERVOIR - Discussion regarding a booster station which would be used to pump water from the 89A Reservoir to support the Haskell Springs Reservoir.

Wayne Debrosky, Public Works/Utilities Director explained that the Haskell Springs Well and Reservoir System has historically been stressed yearly during the summer months when the user demand has increased and well production has decreased. The Haskell Springs Well, in recent years, has been impacted by lowering ground water levels that are likely due to the continuing drought conditions in the Verde Valley. During the summer, that well's static level has been lowered to point that the Town of Clarkdale has had to curtail pumping and supplement the Haskell Springs Well production with potable water supplied from the inter-municipal connection with the City of Cottonwood. During June 2013 the City of Cottonwood supplied 2.8 million gallons to the Town of Clarkdale through the inter-municipal connection, and by June 2014 this amount had increased by 25% to 3.5 million gallons.

The normal Haskell Springs Well production rate is 360 gallons per minute (gpm) while the Mountain Gate Well can produce more than 660 gpm. In June 2014, due to high usage and continuing drought conditions, the production from the Haskell Springs well had dropped off from 360 gpm to 250 gpm with a maximum production capability of 360,000 gallons per day. This means that the Haskell Springs Well would need to run 24 hours per day or 1440 minutes per day in order to produce 360,000 gallons with no time off in order to rest the well and allow recovery. This represents a drop of over 30% in production from the Haskell Springs Well. Demand during this same time for the area served by the Haskell Springs Well averaged over 400,000 gallons per day. This necessitated supplementing production from the Haskell Springs Well with water from the City of Cottonwood via the inter-municipal connection to meet daily usage demands and allow the Haskell Springs well some time to recover.

Instead of receiving water from Cottonwood the Town of Clarkdale could use the excess capacity from the Mountain Gate Well, if there was a way to convey water from the 89A Reservoir to the Haskell Springs Reservoir. The Haskell Springs Reservoir site is approximately 150 feet higher in elevation than the 89A Reservoir site. In order to transfer water from the 89A Reservoir to the Haskell Springs Reservoir we would need to install a booster pump system at the 89A Reservoir Site that could pump water to the Haskell Springs Reservoir. This would allow the town to independently manage Haskell Springs Well shortfalls without purchasing water from the City of Cottonwood. Also, with this excess pumping capability, the Mountain Gate Well would serve as a backup to the Haskell Springs Well. Currently the only backup to the Haskell Springs Well is the inter-municipal connection with the City of Cottonwood.

Although the Mountain Gate Well has a higher capacity than the Haskell Springs Well (660 gpm v. 300 gpm), most of the water that is supplied to the distribution system comes from the Haskell Springs Well. This is because there are two separate service areas: one served from the Haskell Springs Reservoirs and one served from the 89A Reservoirs.

The largest benefit of the project is controlling your own system. Cost estimates are approximately \$230,000. The project would preliminarily qualify for use of the Central Arizona Trust Project monies in the amount of \$186,000 and the remaining cost would be funded by the Water Resource Development funds the Town has.

This was a worksession only and no action was taken.

FISCAL YEAR 2015-2016 PRELIMINARY BUDGET WORKSESSION– A worksession with the Council regarding the Preliminary Budget for FY 2015-2016.

Finance Director, Kathy Bainbridge presented a review of the operational funds for the Town:

- ASRS retirement contribution rates to 11.47%, a decrease of .13% for employer contribution.
- 7% health insurance premium increase.
- Workers Compensation Experience Modification decreased mod to 1.14 from 1.69.
- Public Safety Personnel Retirement System (PSPRS) current contribution rate of 24.15% with chosen Phase-In rate of 26.08% employer contribution.
- 1% wage increase.
- Property Tax at maximum levy.

	<u>2014/2015</u>	<u>2015/2016</u>	<u>Change</u>
Contingency	861,733	858,589	-.36%
Administration	276,941	279,071	.77%
Town Clerk	107,666	102,155	-5.12%
Human Resources	60,102	52,790	-12.17%
Town Wide	302,276	313,928	3.85%
Community Services	119,624	118,606	-.85%
Library	73,321	72,418	-1.23%
Community Development	365,905	737,000	1.94%
Parks & Recreation	11,300	9,900	-12.93%
Court	82,758	84,410	2.0%
Police	837,452	918,568	9.69%
Verde River Raps	40,000	50,528	26.32%
Public Works	437,214	446,339	2.09%
General Fund	3,576,298	3,680,308	2.91%
Streets	612,784	619,494	1.10%
Sanitation	293,000	293,000	0
Cemetery	45,100	42,675	-5.38%
Wastewater	784,431	766,564	-2.28%
Water	1,347,599	1,348,002	.03%
Capital Projects	696,656	733,312	5.27%

The property tax levy was set at \$490,000, which is the maximum levy allowed with an increase of \$42,446. That represents a 9.5% levy increase. A \$100,000 home will be taxed by the Town \$171.65 which is a \$14.87 increase.

This is a worksession only and no action by Council is required.

PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM PHASE-IN AUTHORIZATION FORM – Discussion and consideration regarding authorization of opting in to use the phase-in contribution rate for Public Safety Personnel Retirement.

At April 28th presentation of the 2015-2016 Fiscal Year Preliminary Budget for the General Fund the Public Safety Personnel Retirement System (PSPRS) Phase-In options were presented.

The Fields case reversed pension reform changes of 2011 regarding permanent benefit increases which had dramatic impacts on the average contribution rate for entire system.

Currently Clarkdale has a \$1,288,737 Unfunded Liability balance. The 2014 Funding Ratio is 58.1%, which was a 20% increase in one year in the unfunded liability retirement balance for the Police Departments.

■ 2013	\$495,958	78.8%
■ 2012	\$367,101	83.7%
■ 2011	\$205,343	90.1%
■ 2010	\$103,781	94.5%

The PSPRS Board adopted a 3 year phase-in policy for increased 2014 contribution rates allowing employers the choice to either pay the full effect rate over the 22 year period or choose the phase-in rate in order to payoff Clarkdale's unfunded liability over a 22 year period. Choosing the phase-in rate lowers the required employer contribution the first two years and then remains at 21.77 % for the remaining 20 years versus contributing 20.89% for 22 years.

Councilmember Regner moved to approve the Public safety Personnel Retirement System Phase-In Rate Authorization Form. Vice Mayor Dehnert seconded the motion. The motion passed unanimously.

FUTURE AGENDA ITEMS - Listing of items to be placed on a future council agenda

ADJOURNMENT – Without objection Mayor Von Gausig adjourned the meeting at 5:32. P.M.

APPROVED:

ATTESTED/SUBMITTED:

Doug Von Gausig, Acting Mayor

Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 26th day of May, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2015.

SEAL

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	C-CHECK		VOID CHECK					
	C-CHECK		VOID CHECK			072231		
	C-CHECK		VOID CHECK			072249		
	C-CHECK		VOID CHECK			072250		
	C-CHECK		VOID CHECK			072265		
	C-CHECK		VOID CHECK			072266		
	C-CHECK		VOID CHECK			072272		
	C-CHECK		VOID CHECK			072287		
0308	TIM WAKEFIELD							
	C-CHECK	VOIDED	TIM WAKEFIELD			072296		29.02CR
	C-CHECK		VOID CHECK			072326		
1	SVERCL, KENNETH	VOIDED						
	C-CHECK	VOIDED	SVERCL, KENNETH			072328		118.37CR
	C-CHECK		VOID CHECK			072341		
	C-CHECK		VOID CHECK			072342		
	C-CHECK		VOID CHECK			072343		
	C-CHECK		VOID CHECK			072344		

* * T O T A L S	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00

VOID CHECKS:	14	VOID DEBITS	0.00		
		VOID CREDITS	147.39CR	147.39CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			14	147.39CR	0.00	0.00
BANK: *		TOTALS:	14	147.39CR	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0001	ARIZONA STATE RETIREMENT SYSTE							
I-ACRPPE 05022015	ACR STATE RETIREMENT	D	5/06/2015	8.61		000000		
I-LTDPPE 05022015	STATE RETIREMENT	D	5/06/2015	125.32		000000		
I-SR PPE 05022015	STATE RETIREMENT	D	5/06/2015	11,986.06		000000		
I-SRBPPE 05022015	STATE RETIREMENT BUY BACK	D	5/06/2015	349.89		000000		12,409.89
0001	ARIZONA STATE RETIREMENT SYSTE							
C-LTDPPE 051615PD	STATE RETIREMENT	D	5/20/2015	1.00CR		000000		
C-SR PPE 051615PD	STATE RETIREMENT	D	5/20/2015	96.22CR		000000		
I-ACRPPE 05162015	ACR STATE RETIREMENT	D	5/20/2015	17.94		000000		
I-LTDPPE 05162015	STATE RETIREMENT	D	5/20/2015	128.18		000000		
I-SR PPE 05162015	STATE RETIREMENT	D	5/20/2015	12,261.42		000000		
I-SRBPPE 05162015	STATE RETIREMENT BUY BACK	D	5/20/2015	349.89		000000		12,660.21
0001	ARIZONA STATE RETIREMENT SYSTE							
I-LTDPD FIT051715	STATE RETIREMENT	D	5/29/2015	1.00		000000		
I-SR PD FIT051715	STATE RETIREMENT	D	5/29/2015	96.22		000000		97.22
0069	CITY OF COTTONWOOD							
I-JUNE DEBT SVC	CITY OF COTTONWOOD	D	5/28/2015	40,281.53		000000		40,281.88
0074	INTERNAL REVENUE SERVICE							
I-T1 PPE 05022015	FEDERAL TAXES	D	5/06/2015	5,434.12		000000		
I-T3 PPE 05022015	FICA WITHHOLDING	D	5/06/2015	8,593.56		000000		
I-T4 PPE 05022015	MEDICARE WITHHOLDING	D	5/06/2015	2,009.78		000000		16,037.46
0074	INTERNAL REVENUE SERVICE							
C-T1 PPE 051615PD	FEDERAL TAXES	D	5/20/2015	217.60CR		000000		
C-T3 PPE 051615PD	FICA WITHHOLDING	D	5/20/2015	192.18CR		000000		
C-T4 PPE 051615PD	MEDICARE WITHHOLDING	D	5/20/2015	44.96CR		000000		
I-T1 PPE 05162015	FEDERAL TAXES	D	5/20/2015	5,887.23		000000		
I-T3 PPE 05162015	FICA WITHHOLDING	D	5/20/2015	9,135.25		000000		
I-T4 PPE 05162015	MEDICARE WITHHOLDING	D	5/20/2015	2,136.40		000000		16,704.15
0074	INTERNAL REVENUE SERVICE							
I-T1 PD FIT051715	FEDERAL TAXES	D	5/29/2015	50.00		000000		
I-T3 PD FIT051715	FICA WITHHOLDING	D	5/29/2015	192.20		000000		
I-T4 PD FIT051715	MEDICARE WITHHOLDING	D	5/29/2015	44.96		000000		287.16
0072	ARIZONA PUBLIC EMPLOYERS HEALT							
I-2ECFPE 05022015	HEALTH INSURANCE	R	5/06/2015	705.24		072230		
I-2EFPE 05022015	HEALTH INSURANCE	R	5/06/2015	537.24		072230		
I-2ESFPE 05022015	HEALTH INSURANCE	R	5/06/2015	424.16		072230		
I-CECFPE 05022015	HEALTH INSURANCE	R	5/06/2015	516.92		072230		
I-CEFPPE 05022015	HEALTH INSURANCE	R	5/06/2015	1,572.92		072230		
I-CEOPPE 05022015	HEALTH INSURANCE	R	5/06/2015	2,193.66		072230		
I-CECFPE 05022015	HEALTH INSURANCE	R	5/06/2015	1,245.22		072230		
I-HECFPE 05022015	HEALTH INSURANCE	R	5/06/2015	776.32		072230		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-HEFPPE 05022015	HEALTH INSURANCE	R	5/06/2015	3,544.62		072230		
I-HEOPPE 05022015	HEALTH INSURANCE	R	5/06/2015	1,886.80		072230		
I-HESPPE 05022015	HEALTH INSURANCE	R	5/06/2015	2,305.24		072230		
I-VECPPE 05022015	VISION INSURANCE	R	5/06/2015	7.54		072230		
I-VEFPPE 05022015	VISION INSURANCE	R	5/06/2015	84.35		072230		
I-VEOPPE 05022015	VISION INSURANCE	R	5/06/2015	46.70		072230		
I-VESPPE 05022015	VISION INSURANCE	R	5/06/2015	63.30		072230		
I-VLCPPE 05022015	LIFE INSURANCE	R	5/06/2015	0.32		072230		
I-VLEPPE 05022015	LIFE INSURANCE	R	5/06/2015	39.23		072230		
I-VLSPPE 05022015	LIFE INSURANCE	R	5/06/2015	1.61		072230		16,451.45
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRPPE 05022015	AFLAC	R	5/06/2015	104.96		072232		
I-APSPPE 05022015	AFLAC POST TAX	R	5/06/2015	36.37		072232		141.23
0075	ARIZONA DEPARTMENT OF REVENUE-15-052014X							
I-T2 PPE 05022015		R	5/06/2015	1,888.51		072233		1,888.51
0071	ARIZONA PUBLIC EMPLOYERS HEALTH							
I-2HSPPE 05022015	HEALTH INSURANCE	R	5/06/2015	634.92		072234		
I-HSAPPE 05022015	HEALTH SAVINGS ACCOUNT	R	5/06/2015	2,523.15		072234		3,158.07
0009	ARIZONA PUBLIC SAFETY RETIREME							
I-PACPPE 05022015	SYSTEM 105	R	5/06/2015	431.51		072235		
I-PSRPPE 05022015	SYSTEM 105	R	5/06/2015	5,009.93		072235		5,441.44
0017	ICMA RETIREMENT TRUST 457 301912							
I-ICMPPE 05022015		R	5/06/2015	1,199.38		072236		1,199.38
0655	TIAA CREF FINANCIAL SERVICES PLAN # 402695							
I-TIAPPE 05022015		R	5/06/2015	575.00		072237		575.00
0032	ADOPT FOR LIFE CENTER FOR ANIM							
I-011415.39	ADOPT FOR LIFE CENTER FOR ANIM	R	5/05/2015	668.75		072238		668.75
0010	ARIZONA PUBLIC SERVICE							
I-042415-6287	ARIZONA PUBLIC SERVICE	R	5/05/2015	385.20		072239		385.20
0010	ARIZONA PUBLIC SERVICE							
I-42715-5283	ARIZONA PUBLIC SERVICE	R	5/05/2015	7,320.36		072240		7,326.36
0018	ARIZONA DEPARTMENT OF REVENUE							
I-APR 2015 TPT	ARIZONA DEPARTMENT OF REVENUE	R	5/05/2015	9,718.31		072241		9,718.31

VENDOR SET: 01 Town of Clarkdale
 BANK: POOL POOLED CASH
 DATE RANGE: 5/01/2015 THRU 5/31/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0020	BEYOND EXPRESS II							
I-050115	BEYOND EXPRESS II	R	5/05/2015	206.70		072242		206.70
0081	BIG O TIRES							
I-61274	BIG O TIRES	R	5/05/2015	41.47		072243		
I-61293	BIG O TIRES	R	5/05/2015	714.36		072243		755.83
0015	BOYLE, PECHARICH, CLINE, WHITT							
I-31183	BOYLE, PECHARICH, CLINE, WHITT	R	5/05/2015	4,036.40		072244		4,036.40
0056	BUG-ME-NOT PEST CONTROL							
I-042715B	BUG-ME-NOT PEST CONTROL	R	5/05/2015	40.00		072245		40.00
0058	CENTURY LINK							
I-794512	CENTURY LINK	R	5/05/2015	3,256.42		072246		3,256.42
0016	COPY SYSTEM, INC.							
I-ING3060	COPY SYSTEM, INC.	R	5/05/2015	24.12		072247		24.12
0192	COTTONWOOD AUTO PARTS, INC.							
C-037888	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	21.87CR		072243		
I-034350	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	13.53		072246		
I-034928	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	31.39		072248		
I-035027	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	17.24		072248		
I-035086	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	6.12		072248		
I-035876	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	7.79		072248		
I-035902	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	23.14		072248		
I-036002	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	46.32		072248		
I-036025	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	112.79		072248		
I-036386	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	98.71		072248		
I-036672	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	6.98		072248		
I-036795	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	49.10		072248		
I-036854	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	12.96		072248		
I-036889	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	87.93		072248		
I-036942	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	28.32		072248		
I-037694	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	76.55		072248		
I-038003	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	53.50		072248		
I-038036	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	18.59		072248		
I-038160	COTTONWOOD AUTO PARTS, INC.	R	5/05/2015	43.19		072246		712.33
0722	ESRI							
I-92967392	ESRI	R	5/05/2015	3,313.31		072251		3,313.31

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0178 I-D781493	HD WATERWORKS, LTD. HD WATERWORKS, LTD.	R	5/05/2015	2,808.12		072252		2,808.12
0093 I-4405031	HILL BROTHERS CHEMICAL CO. HILL BROTHERS CHEMICAL CO.	R	5/05/2015	1,082.89		072253		1,082.89
0433 I-1561548	JOHN DEERE CREDIT JOHN DEERE CREDIT	R	5/05/2015	1,385.30		072254		1,385.30
0176 C-5026068 I-5026067	LARRY GREEN CHEVROLET, INC. LARRY GREEN CHEVROLET, INC. LARRY GREEN CHEVROLET, INC.	R R	5/05/2015 5/05/2015	10.12CR 289.27		072255 072255		 279.15
0723 I-6/1/15 GIITENRG	MIKE BRUNDRIDGE MIKE BRUNDRIDGE	R	5/05/2015	74.00		072256		74.00
0053 I-325014	NACKARD PEPSI COLA NACKARD PEPSI COLA	R	5/05/2015	63.25		072257		63.25
1 I-50115	OAK CREEK RANCH SCHOOL DEP	R	5/05/2015	350.00		072258		350.00
0061 I-615	SEDONA RECYCLES, INC. SEDONA RECYCLES, INC.	R	5/05/2015	300.00		072259		300.00
0355 I-4232015	SHANNON CARPET CARE SHANNON CARPET CARE	R	5/05/2015	100.00		072260		100.00
0307 I-42915-3114 I-42915-3116	SIGNS928 SIGNS928 SIGNS928	R R	5/05/2015 5/05/2015	1,579.45 1,920.62		072261 072261		 3,500.07
0726 I-353732	SOUTHWEST DIESEL & ELECTRICAL SOUTHWEST DIESEL & ELECTRICAL	R	5/05/2015	509.19		072262		509.19
0334 I-3263534656	STAPLES ADVANTAGE, INC STAPLES ADVANTAGE, INC	R	5/05/2015	64.46		072263		64.46
0002 C-269968 I-269569 I-269573 I-269575 I-269595 I-269747 I-269782 I-269821 I-269903	VERDE VALLEY HARDWARE VERDE VALLEY HARDWARE	R R R R R R R R R	5/05/2015 5/05/2015 5/05/2015 5/05/2015 5/05/2015 5/05/2015 5/05/2015 5/05/2015 5/05/2015 5/05/2015	13.11CR 8.17 17.96 17.45 24.57 26.22 7.60 8.73 7.63		072264 072264 072264 072264 072261 072264 072264 072264 072264 072264		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-269975	VERDE VALLEY HARDWARE	R	5/05/2015	21.13		072264		
I-269296	VERDE VALLEY HARDWARE	R	5/05/2015	4.91		072264		
I-269997	VERDE VALLEY HARDWARE	R	5/05/2015	24.05		072264		
I-270092	VERDE VALLEY HARDWARE	R	5/05/2015	17.45		072264		
I-270147	VERDE VALLEY HARDWARE	R	5/05/2015	15.58		072264		
I-270395	VERDE VALLEY HARDWARE	R	5/05/2015	33.66		072264		
I-270485	VERDE VALLEY HARDWARE	R	5/05/2015	22.93		072264		
I-270551	VERDE VALLEY HARDWARE	R	5/05/2015	2.17		072264		
I-270562	VERDE VALLEY HARDWARE	R	5/05/2015	8.73		072264		
I-270618	VERDE VALLEY HARDWARE	R	5/05/2015	32.70		072264		
I-270832	VERDE VALLEY HARDWARE	R	5/05/2015	2.72		072264		
I-270273	VERDE VALLEY HARDWARE	R	5/05/2015	4.00		072264		290.25
0242	VERDE VALLEY RENTALS, INC.							
I-36375	VERDE VALLEY RENTALS, INC.	R	5/05/2015	224.39		072267		224.39
0033	VERIZON WIRELESS							
I-9744509797	VERIZON WIRELESS	R	5/05/2015	484.95		072268		484.95
0203	WINZER CORPORATION							
I-5327386	WINZER CORPORATION	R	5/05/2015	171.05		072269		171.05
0029	PETTY CASH							
I-05062015	PETTY CASH	R	5/06/2015	500.00		072270		500.00
0054	#1 FOOD STORE							
I-APR 2015 GAL	#1 FOOD STORE	R	5/12/2015	2,654.42		072271		2,654.42
0034	1ST CLASS HOSTING LLC							
I-20560	1ST CLASS HOSTING LLC	R	5/12/2015	5.00		072273		5.00
0576	AEC BODY SHOP							
I-23652	ABC BODY SHOP	R	5/12/2015	253.85		072274		253.85
0218	ARAMARK							
I-16223390	ARAMARK	R	5/12/2015	408.35		072275		408.35
0010	ARIZONA PUBLIC SERVICE							
I-050115-0266	ARIZONA PUBLIC SERVICE	R	5/12/2015	2,435.37		072276		2,435.37
0020	BEYOND EXPRESS II							
I-050815	BEYOND EXPRESS II	R	5/12/2015	206.70		072277		206.70

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0015	BOYLE, PECHARICH, CLINE, WHITT							
I-34582	BOYLE, PECHARICH, CLINE, WHITT	R	5/12/2015	1,278.04		072278		
I-34583	BOYLE, PECHARICH, CLINE, WHITT	R	5/12/2015	50.00		072278		
I-34584	BOYLE, PECHARICH, CLINE, WHITT	R	5/12/2015	241.79		072278		1,569.83
0523	CABLE ONE							
I-50815LIBRARY	CABLE ONE	R	5/12/2015	40.00		072279		40.00
0234	CANYON PIPE & SUPPLY							
I-33834824.001	CANYON PIPE & SUPPLY	R	5/12/2015	73.29		072280		73.29
0058	CENTURY LINK							
I-1338601743	CENTURY LINK	R	5/12/2015	103.05		072281		103.05
0058	CENTURY LINK							
I-249M-42515	CENTURY LINK	R	5/12/2015	1,191.91		072282		1,191.91
0228	COPPERPOINT MUTUAL INSURANCE C							
I-1001760938	COPPERPOINT MUTUAL INSURANCE C	R	5/12/2015	23,668.84		072283		23,668.84
1	EUGENE HENSLEY							
I-5112015	EAC DEP REF	R	5/12/2015	50.00		072284		50.00
0181	FOUR-D, LLC.							
I-487	FOUR-D, LLC.	R	5/12/2015	5,418.75		072285		5,418.75
0108	KONICA MINOLTA, INC.							
I-233982374	KONICA MINOLTA, INC.	R	5/12/2015	49.79		072286		
I-233982527	KONICA MINOLTA, INC.	R	5/12/2015	196.35		072286		
I-234032864	KONICA MINOLTA, INC.	R	5/12/2015	161.42		072286		
I-234074766	KONICA MINOLTA, INC.	R	5/12/2015	226.25		072286		
I-234074856	KONICA MINOLTA, INC.	R	5/12/2015	226.25		072286		860.06
0534	LC DISTRIBUTION LLC							
I-42115	LC DISTRIBUTION LLC	R	5/12/2015	40.76		072288		40.76
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-1506550	LEGEND TECHNICAL SVC OF AZ, IN	R	5/12/2015	342.00		072289		342.00
0261	LIN-CUM, INC							
I-21505002	LIN-CUM, INC	R	5/12/2015	144.96		072290		144.96
0049	NICE JONS, INC							
I-12724	NICE JONS, INC	R	5/12/2015	71.50		072291		71.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0709 I-564243	ORLANDO GONZALEZ ORLANDO GONZALEZ	R	5/12/2015	375.00		072292		375.00
0237 I-3888309	QUILL CORPORATION QUILL CORPORATION	R	5/12/2015	239.32		072293		239.32
0086 I-66724134	SAFETY-KLEEN SAFETY-KLEEN	R	5/12/2015	164.03		072294		164.03
0334 I-3264130334	STAPLES ADVANTAGE, INC STAPLES ADVANTAGE, INC	R	5/12/2015	68.09		072295		68.09
0308 I-GUN BOX	TIM WAKEFIELD TIM WAKEFIELD	R	5/12/2015	29.02		072295		29.02
0308 N-CHECK	TIM WAKEFIELD TIM WAKEFIELD	VOIDED	5/12/2015			072296		29.02CR
0031 I-72120	THE VERDE INDEPENDENT THE VERDE INDEPENDENT	R	5/12/2015	118.03		072297		118.03
0043 I-12400-1556-8	WASTE MANAGEMENT WASTE MANAGEMENT	R	5/12/2015	501.04		072298		501.04
0491 I-41415	ARIZONA NORTHERN EQUIPMENT, IN ARIZONA NORTHERN EQUIPMENT, IN	R	5/14/2015	4,389.70		072299		4,389.70
0019 I-APR 2015 ST-VIC	ARIZONA STATE TREASURER ARIZONA STATE TREASURER	R	5/14/2015	4,065.42		072300		4,065.42
0063 I-4011226062 I-4011227371	BAKER & TAYLOR BAKER & TAYLOR BAKER & TAYLOR	R R	5/14/2015 5/14/2015	1,333.56 703.87		072301 072301		2,037.43
0015 I-34586	BOYLE, PECHARICH, CLINE, WHITT BOYLE, PECHARICH, CLINE, WHITT	R	5/14/2015	6,023.36		072302		6,023.36
0045 I-43015-CC	CLARKDALE MAGISTRATE COURT CLARKDALE MAGISTRATE COURT	R	5/14/2015	99.86		072303		99.86
0045 I-APR 2014 COURT	CLARKDALE MAGISTRATE COURT CLARKDALE MAGISTRATE COURT	R	5/14/2015	70.92		072304		70.92

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0860	DANIEL J BRESNAN I-OPEN AIR - BAND	R	5/14/2015	200.00		072305		200.00
	ELIHU CAMPISTA I-51315 FAC DEP REF	R	5/14/2015	300.00		072306		300.00
0093	HILL BROTHERS CHEMICAL CO. I-4405571 HILL BROTHERS CHEMICAL CO. I-4405572 HILL BROTHERS CHEMICAL CO.	R	5/14/2015	1,093.93		072307		2,592.70
0787	HINTON BURDICK, PLLC I-999 HINTON BURDICK, PLLC	R	5/14/2015	90.00		072308		90.00
0840	JENNIFER MABERY I-051315 JENNIFER MABERY	R	5/14/2015	9.29		072309		9.29
0858	JULIANA BRUTSCHE I-EVENT MGMT JULIANA BRUTSCHE	R	5/14/2015	200.00		072310		200.00
0103	KATHY BAINBRIDGE I-51415 KATHY BAINBRIDGE	R	5/14/2015	127.58		072311		127.58
0103	KONICA MINOLTA, INC. I-234032773 KONICA MINOLTA, INC.	R	5/14/2015	123.79		072312		123.79
0859	RICHARD L TANNEHILL P.E. AND A I-1601 RICHARD L TANNEHILL P.E. AND A	R	5/14/2015	1,468.25		072313		1,468.25
0030	USA BLUEBOOK I-636109 USA BLUEBOOK	R	5/14/2015	226.45		072314		226.45
0033	VERIZON WIRELESS I-9745047398 VERIZON WIRELESS	R	5/14/2015	634.82		072315		634.82
0182	WAYNE DEBROSKY I-51415 WAYNE DEBROSKY	R	5/14/2015	88.74		072316		88.74
0158	YAVAPAI COUNTY FINANCE DEPARTM I-APR 2015 YC JAIL YAVAPAI COUNTY FINANCE DEPARTM	R	5/14/2015	18.38		072317		18.38
0804	YAVAPAI COURIER SERVICE I-2319 YAVAPAI COURIER SERVICE	R	5/14/2015	120.00		072318		120.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRPPE 05162015	AFLAC	R	5/20/2015	104.86		072319		
I-APSPPE 05162015	AFLAC POST TAX	R	5/20/2015	36.37		072319		141.23
0075	ARIZONA DEPARTMENT OF REVENUE-							
C-T2 PPE 051615PD	13-052014X	R	5/20/2015	47.52CR		072320		
I-T2 PPE 05162015	13-052014X	R	5/20/2015	1,997.11		072320		1,949.59
0072	ARIZONA PUBLIC EMPLOYERS HEALT							
C-HSAPPE 051615PD	HEALTH SAVINGS ACCOUNT	R	5/20/2015	8.96CR		072321		
I-2HSPPPE 05162015	HEALTH INSURANCE	R	5/20/2015	634.92		072321		
I-HSAPPE 051615PD	HEALTH SAVINGS ACCOUNT	R	5/20/2015	8.96		072321		
I-HSAPPE 05162015	HEALTH SAVINGS ACCOUNT	R	5/20/2015	2,523.15		072321		3,158.07
0009	ARIZONA PUBLIC SAFETY RETIREME							
C-PACPPE 051615PD	SYSTEM 105	R	5/20/2015	34.26CR		072322		
C-PSRPPE 051615PD	SYSTEM 105	R	5/20/2015	331.02CR		072322		
I-PACPPE 05162015	SYSTEM 105	R	5/20/2015	509.10		072322		
I-PSRPPE 05162015	SYSTEM 105	R	5/20/2015	5,268.03		072322		5,411.05
0017	ICMA RETIREMENT TRUST 457							
I-ICMPPE 05162015	301912	R	5/20/2015	1,199.38		072323		1,199.38
0655	TIAA CREF FINANCIAL SERVICES							
I-TIAPPE 05162015	PLAN # 403695	R	5/20/2015	575.00		072324		575.00
0072	ARIZONA PUBLIC EMPLOYERS HEALT							
C-HEFPPE 051615PD	HEALTH INSURANCE	R	5/20/2015	68.24CR		072325		
C-VEOPPE 051615PD	VISION INSURANCE	R	5/20/2015	0.54CR		072325		
I-2ECPPE 05162015	HEALTH INSURANCE	R	5/20/2015	705.24		072325		
I-2EFPPE 05162015	HEALTH INSURANCE	R	5/20/2015	537.24		072325		
I-2ESPPE 05162015	HEALTH INSURANCE	R	5/20/2015	424.16		072325		
I-CECPPE 05162015	HEALTH INSURANCE	R	5/20/2015	516.92		072325		
I-CEFPPE 05162015	HEALTH INSURANCE	R	5/20/2015	1,572.92		072325		
I-CEOPPE 05162015	HEALTH INSURANCE	R	5/20/2015	2,193.66		072325		
I-CESPPE 05162015	HEALTH INSURANCE	R	5/20/2015	1,245.22		072325		
I-HECPPE 05162015	HEALTH INSURANCE	R	5/20/2015	776.32		072325		
I-HEFPPE 051615PD	HEALTH INSURANCE	R	5/20/2015	68.24		072325		
I-HEFPPE 05162015	HEALTH INSURANCE	R	5/20/2015	3,544.62		072325		
I-HEOPPE 05162015	HEALTH INSURANCE	R	5/20/2015	1,836.80		072325		
I-HESPPE 05162015	HEALTH INSURANCE	R	5/20/2015	2,805.24		072325		
I-VECPPE 05162015	VISION INSURANCE	R	5/20/2015	7.54		072325		
I-VEFPPE 05162015	VISION INSURANCE	R	5/20/2015	34.35		072325		
I-VEOPPE 051615PD	VISION INSURANCE	R	5/20/2015	0.54		072325		
I-VEOPPE 05162015	VISION INSURANCE	R	5/20/2015	46.70		072325		
I-VEFPPE 05162015	VISION INSURANCE	R	5/20/2015	63.36		072325		
I-VLCPPE 05162015	LIFE INSURANCE	R	5/20/2015	0.32		072325		
I-VLEPPE 05162015	LIFE INSURANCE	R	5/20/2015	39.23		072325		
I-VLSPPE 05162015	LIFE INSURANCE	R	5/20/2015	1.61		072325		16,451.45

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NC	CHECK STATUS	CHECK AMOUNT
1 I-000201505201917	ROTHWELL, ABIGAIL US REFUND	R	5/27/2015	30.28		072327		30.28
1 I-060201505201918	SVERCL, KENNETH US REFUND	V	5/27/2015	118.37		072328		118.37
1 M-CHECK	SVERCL, KENNETH SVERCL, KENNETH	VOIDED VOIDED	V V	5/27/2015		072328		118.37CR
1 I-000201505201920	ERICKSON, ANTHONY US REFUND	R	5/27/2015	39.85		072329		39.85
1 I-000201505201919	RAUTON, NANCY US REFUND	R	5/27/2015	21.65		072330		21.65
1 I-000201505201921	WINDS, MERY US REFUND	R	5/27/2015	28.16		072331		28.16
1 I-000201505271922	SVERCL, KENNETH US REFUND	R	5/27/2015	118.37		072332		118.37
0343 I-21171	A & B MOTORS A & B MOTORS	R	5/28/2015	16.00		072333		16.00
0032 I-01-14/15.42	ADOPT FOR LIFE CENTER FOR ANIM ADOPT FOR LIFE CENTER FOR ANIM	R	5/28/2015	668.75		072334		668.75
0218 I-81995894	ARAMARK ARAMARK	R	5/28/2015	394.51		072335		394.51
0010 I-051515-0235	ARIZONA PUBLIC SERVICE ARIZONA PUBLIC SERVICE	R	5/28/2015	1,521.73		072336		1,521.73
0020 I-051515 I-052215	BEYOND EXPRESS II BEYOND EXPRESS II BEYOND EXPRESS II	R R	5/28/2015 5/28/2015	269.33 322.24		072337 072337		611.62
0523 I-051515	CABLE ONE CABLE ONE	R	5/28/2015	55.95		072338		55.95
0058 I-51315-015B	CENTURY LINK CENTURY LINK	R	5/28/2015	225.95		072339		225.95

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0060	CHASE CREDIT CARD SERVICES							
I-03434G	CHASE: GRAPES	R	5/20/2015	71.45		072340		
I-05559G	CHASE: USPS	R	5/28/2015	11.95		072340		
I-05973G	CHASE: MAIN STREET CAFE	R	5/28/2015	52.24		072340		
I-07302G	CHASE: USPS	R	5/28/2015	11.07		072340		
I-10373012	CHASE: IMPRINT	R	5/28/2015	1,225.07		072340		
I-10395759	CHASE: IMPRINT	R	5/28/2015	451.76		072340		
I-10658270323036211	CHASE: AMAZON	R	5/28/2015	219.99		072340		
I-10707	CHASE: RENAISSANCE HOTEL	R	5/28/2015	354.74		072340		
I-1258811-00	CHASE: GALETON	R	5/28/2015	58.47		072340		
I-181095829	CHASE: NEWEGG	R	5/28/2015	206.97		072340		
I-1949661134	CHASE: OFFICE MAX	R	5/28/2015	33.87		072340		
I-20-4239210	CHASE: FRED PRYOR SEMINARS	R	5/28/2015	391.00		072340		
I-233977	CHASE: NORTHWEST RIVER	R	5/28/2015	399.70		072340		
I-24523509	CHASE: AFTERMARKET AUTO PTS	R	5/28/2015	30.10		072340		
I-31071443	CHASE: START MEETING	R	5/28/2015	11.44		072340		
I-353747	CHASE: ICC	R	5/28/2015	230.00		072340		
I-361666448	CHASE: HOME DEPOT	R	5/28/2015	70.86		072340		
I-36615	CHASE: MOST DEPENDABLE FTNG	R	5/28/2015	112.00		072340		
I-42315	CHASE: ENVATO EUNDLES	R	5/28/2015	6.00		072340		
I-423946	CHASE: NEWEGG	R	5/28/2015	83.97		072340		
I-41777	CHASE: ETO DOORS	R	5/28/2015	1,528.00		072340		
I-51315	CHASE: PALACE	R	5/28/2015	39.20		072340		
I-51015PALACE	CHASE: PALACE	R	5/28/2015	57.10		072340		
I-5593217	CHASE: HOME DEPOT	R	5/25/2015	26.44		072340		
I-6135085	CHASE: HOME DEPOT	R	5/20/2015	119.37		072340		
I-62430	CHASE: ARIZONA HARD CHROME	R	5/28/2015	671.59		072340		
I-7135234635	CHASE: STAPLES	R	5/28/2015	111.52		072340		
I-7136285356	CHASE: STAPLES	R	5/28/2015	215.42		072340		
I-9709496	CHASE: TICKETPRINTING.COM	R	5/23/2015	106.91		072340		
I-DYNP22K9C4Q	CHASE: AMCA	R	5/28/2015	320.00		072340		
I-S20595909	CHASE: MUSICIANS FRIEND	R	5/28/2015	1,793.75		072340		2,013.38
0069	CITY OF COTTONWOOD							
I-52815-SPILL	CITY OF COTTONWOOD	R	5/28/2015	6,693.45		072345		6,698.45
0039	CLARKDALE MUNICIPAL WATER UTIL							
I-52015	CLARKDALE MUNICIPAL WATER UTIL	R	5/28/2015	3,724.71		072346		3,724.71
0862	CYNTHIA TINALL							
I-51815	CYNTHIA TINALL	R	5/28/2015	108.44		072347		109.44
1	DANCE IN AZ							
I-52115	EAC DEP REF	R	5/28/2015	300.00		072348		300.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0190	DEARBORN NATIONAL LIFE INSURAN							
I-51115	DEARBORN NATIONAL LIFE INSURAN	R	5/28/2015	1,503.89		072349		1,503.89
0102	GALE							
I-55099396	GALE	R	5/28/2015	94.21		072350		94.21
0863	GERALD WAYNE PRUNTY							
I-62715	GERALD WAYNE PRUNTY	R	5/28/2015	500.00		072351		500.00
0052	HANSON AGGREGATES INC.							
I-1047742	HANSON AGGREGATES INC.	R	5/28/2015	102.34		072352		102.34
0070	HILLYARD							
I-601610416	HILLYARD	R	5/28/2015	134.30		072353		
I-601614766	HILLYARD	R	5/28/2015	155.96		072353		290.26
0341	HIRE RIGHT SOLUTIONS, INC							
I-P0456006	HIRE RIGHT SOLUTIONS, INC	R	5/28/2015	60.30		072354		60.30
0607	HUGHES SUPPLY							
I-S145628376.001	HUGHES SUPPLY	R	5/28/2015	96.77		072355		
I-S145631224.001	HUGHES SUPPLY	R	5/28/2015	4.65		072355		
I-S145633073.001	HUGHES SUPPLY	R	5/23/2015	4.65		072355		106.07
0827	IKE'S LOCK AND SAFE							
I-022912	IKE'S LOCK AND SAFE	R	5/23/2015	109.00		072356		109.00
0840	JENNIFER MABERY							
I-51915	JENNIFER MABERY	R	5/28/2015	14.97		072357		14.97
0314	JOHN ZIEGLER							
I-VVOAC2015004	JOHN ZIEGLER	R	5/28/2015	200.00		072358		200.00
0800	JONATHAN LEVINGSTON							
I-61315	JONATHAN LEVINGSTON	R	5/28/2015	350.00		072359		350.00
0103	KATHY BAINBRIDGE							
I-52E15KB	KATHY BAINBRIDGE	R	5/28/2015	44.59		072360		44.59
0718	KENZ & LESLIE OF ARIZONA INC							
I-2204278	KENZ & LESLIE OF ARIZONA INC	R	5/28/2015	40.66		072361		
I-2204279	KENZ & LESLIE OF ARIZONA INC	R	5/28/2015	29.55		072361		70.21

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0534 I-120604	LC DISTRIBUTION LLC LC DISTRIBUTION LLC	R	5/28/2015	24.17		072362		24.17
0690 I-5748271	NEXTCARE ARIZONA LLC NEXTCARE ARIZONA LLC	R	5/28/2015	49.00		072363		49.00
0049 I-12780	NICE JONS, INC NICE JONS, INC	R	5/28/2015	572.00		072364		572.00
0161 I-APR 2015	PATRIOT DISPOSAL, INC. PATRIOT DISPOSAL, INC.	R	5/28/2015	17,192.65		072365		17,192.65
0708 I-51015	PURCHASE POWER PURCHASE POWER	R	5/28/2015	1,000.00		072366		1,000.00
0143 I-53015	SENTIMENTAL JOURNEY SENTIMENTAL JOURNEY	R	5/28/2015	500.00		072367		500.00
0574 I-APR 2015	SHAW LAW FIRM PLLC SHAW LAW FIRM PLLC	R	5/28/2015	1,117.50		072368		1,117.50
0207 I-3328	SIGNS928 SIGNS928	R	5/28/2015	50.29		072369		50.29
0806 I-2474355RI I-2474408RI	SKAGGS COMPANIES INC SKAGGS COMPANIES INC SKAGGS COMPANIES INC	R R	5/28/2015 5/28/2015	136.44 893.58		072370 072370		1,030.02
0334 I-3265217526 I-3265217527	STAPLES ADVANTAGE, INC STAPLES ADVANTAGE, INC STAPLES ADVANTAGE, INC	R R	5/28/2015 5/28/2015	250.60 84.70		072371 072371		345.30
0662 I-360320	SUN BADGE COMPANY SUN BADGE COMPANY	R	5/28/2015	86.75		072372		86.75
1 I-52515	TAMMY JAIME FAC DEP REF	R	5/28/2015	50.00		072373		50.00
0167 I-051615	TROY SMITH TROY SMITH	R	5/28/2015	10.89		072374		10.89
0663 I-96CHEVYS10	TUTTLE AND SON TRANSMISSION AN TUTTLE AND SON TRANSMISSION AN	R	5/28/2015	69.00		072375		69.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0253	TYLER TECHNOLOGIES							
I-025-124766	TYLER TECHNOLOGIES	R	5/28/2015	260.00		072376		260.00
0067	UNISOURCE ENERGY SERVICES							
I-51415	UNISOURCE ENERGY SERVICES	R	5/23/2015	263.51		072377		263.51
0157	WALMART							
I-510600546656	WALMART	R	5/22/2015	12.94		072378		
I-511100139858	WALMART	R	5/28/2015	94.95		072378		
I-511800017060	WALMART	R	5/28/2015	105.87		072378		
I-5125000223370	WALMART	R	5/28/2015	79.26		072378		
I-513200437677	WALMART	R	5/28/2015	240.60		072378		533.62
0075	ARIZONA DEPARTMENT OF REVENUE-							
I-T2 PD FIT051715	13-052014X	R	5/29/2015	60.50		072388		60.50

* T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	136	214,907.52	0.00	214,760.13
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	7	98,537.96	0.00	98,537.96
EFT:	0	0.00	0.00	0.00
NCN CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	2	VOID DEBITS 0.00		
		VOID CREDITS 147.39CR	147.39CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: POOL	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			145	313,298.09	0.00	313,298.09
BANK: POOL	TOTALS:		145	313,298.09	0.00	313,298.09
REPORT TOTALS:			159	313,150.70	0.00	313,298.09

T: ALL
 ROLL NO#: 01
 PERIOD BEGINNING: 4/19/2015
 PERIOD ENDING: 5/02/2015

P R E L I M I N A R Y

CALC. CT.: 3

*** GRAND TOTALS ***

-----EARNINGS-----			-----BENF/REIMB-----		-----DEDUCTIONS-----				-----TAXES-----			
CD	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
	526.50	18,316.03			2EC	2EC	12.32	692.92	FED W/H	59,771.00	5,434.12	
TR	2,365.75	42,789.51			2EF	2EF	15.58	521.66	ST WH AZ	59,771.00	1,888.51	
	47.00	1,346.75			2ES	2ES	9.00	415.16	FICA	69,303.33	4,296.78	4296.78
	788.50	788.50			2HS	2HS	238.00	396.92	MEDI	69,303.33	1,004.89	1004.89
	212.50	3,843.64			ACR	ACR		8.61				
	101.25	3,407.60			APR	APR	104.86					
IK	44.00	646.55			APS	APS	36.37					
	13.50	0.00			CEC	CEC	71.24	445.68				
	28.75	691.27			CEF	CEF	331.16	1241.76				
					CEO	CEO		2193.66				
					CES	CES	216.46	1028.76				
					HEC	HEC	40.02	736.30				
					HEF	HEF	284.52	3260.10				
					HEO	HEO		1886.80				
					HES	HES	184.14	2621.10				
					HSA	HSA	817.27	1705.88				
					ICM	ICMA	1041.69	157.69				
					LTD	STLTD	62.66	62.66				
					PAC	PSACR		431.51				
					PSR	PSR	1572.72	3437.21				
					SR	STRET	5993.03	5993.03				
					SRB	STRBB	349.89					
					TIA	TIAA	575.00					
					VEC	VEC	7.54					
					VEF	VEF	84.35					
					VEO	VEO	46.70					
					VES	VES	63.36					
					VLC	VLC	0.32					
					VLE	VLE	39.23					
					VLS	VLS	1.61					
ALS:	4,127.75	71,829.85		0.00			12199.04	27237.41			12,624.30	5301.67

-----DEPARTMENT RECAP-----

PT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	71,829.85	61,105.54	1,346.75	8,589.06	788.50	0.00	12,199.04	12,624.30	47,006.51
ALS	71,829.85	61,105.54	1,346.75	8,589.06	788.50	0.00	12,199.04	12,624.30	47,006.51

REGULAR INPUT: 49 MANUAL INPUT: 0 CHECK STUB COUNT: 0 DIRECT DEPOSIT STUB COUNT: 49

T: ALL
 ROLL NO#: 01
 PERIOD BEGINNING: 5/03/2015
 PERIOD ENDING: 5/16/2015

P R E L I M I N A R Y

CALC. CT: 3

*** G R A N D T O T A L S ***

-----EARNINGS-----			-----BENF/REIMB-----		-----DEDUCTIONS-----			-----TAXES-----				
CD	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
	583.00	21,536.30			2EC	2EC	12.32	692.92	FED W/H	63,920.41	5,887.23	
	0.00	1,550.06			2EF	2EF	15.58	521.66	ST WH AZ	63,920.41	1,997.11	
OR	2,429.75	43,774.55			2ES	2ES	9.00	415.16	FICA	73,671.45	4,567.63	4567.63
	72.50	2,148.27			2HS	2HS	238.00	396.92	MEDI	73,671.45	1,068.20	1068.20
	780.50	780.50			ACR	ACR		17.94				
EF	0.00	438.52			APR	APR	104.86					
	102.25	1,627.26			APS	APS	36.37					
	34.00	1,223.02			CEC	CEC	71.24	445.68				
LA	23.00	563.78			CEF	CEF	331.16	1241.76				
K	130.50	2,376.16			CEO	CEO		2193.66				
	18.38	0.00			CES	CES	216.46	1028.76				
	9.00	179.55			HEC	HEC	40.02	736.30				
					HEF	HEF	284.52	3260.10				
					HEO	HEO		1886.80				
					HES	HES	184.14	2621.10				
					HSA	HSA	817.27	1705.88				
					ICM	ICMA	1041.69	157.69				
					LTD	STLTD	64.09	64.09				
					PAC	PSACR		509.10				
					PSR	PSR	1653.75	3614.28				
					SR	STRET	6130.71	6130.71				
					SRB	STRBB	349.89					
					TIA	TIAA	575.00					
					VEC	VEC	7.54					
					VEF	VEF	84.35					
					VEO	VEO	46.70					
					VES	VES	63.36					
					VLC	VLC	0.32					
					VLE	VLE	39.23					
					VLS	VLS	1.61					
ALS:	4,182.88	76,197.97		0.00			12419.18	27640.51			13,520.17	5635.83

-----DEPARTMENT RECAP-----

PT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	76,197.97	65,310.85	2,148.27	5,969.77	2,769.08	0.00	12,419.18	13,520.17	50,258.62
ALS	76,197.97	65,310.85	2,148.27	5,969.77	2,769.08	0.00	12,419.18	13,520.17	50,258.62

REGULAR INPUT: 54 MANUAL INPUT: 0 CHECK STUB COUNT: 0 DIRECT DEPOSIT STUB COUNT: 54

----- FUND TOTALS -----		
01	GENERAL FUND	260,768.14
03	HURF (STREETS)	24,386.13
04	DEVELOPMENT REIMBURSEMENT	7,845.09
05	IMPACT FEES	228.38
11	SEWER FUND	27,275.94
12	TRASH FUND	20,841.41
13	WATER FUND	97,283.07
16	GRANTS FUND	1,100.00
19	CEMETERY	3,525.26
24	CAPITAL IMPROVEMENT	1,781.74
29	POLICE GRANTS	7,688.03
34	SCHOOL OFFICERS FUND	3,752.65
80	DONATION FUND	4,850.07
GRAND TOTAL:		461,325.91

BOARD OF ADJUSTMENT

MAY 27, 2015

NOTICE OF A REGULAR MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE Pursuant to Resolution No. 215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes, NOTICE IS HEREBY GIVEN that the Board of Adjustment of the Town of Clarkdale meeting scheduled for Wednesday, MAY 27, 2015, at 6:00 p.m. in The Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ, is CANCELLED DUE TO LACK OF AN AGENDA ITEM.

The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona on the 18th day of May, 2015 at 8:30 a.m.

Dated this 18th day of MAY, 2015

TOWN OF CLARKDALE

By:

Vicki McReynolds

Vicki McReynolds

Administrative Assistant II

DESIGN REVIEW BOARD
MAY 6, 2015

NOTICE OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE Pursuant to Resolution No. 215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes, NOTICE IS HEREBY GIVEN that the Design Review Board of the Town of Clarkdale meeting scheduled for **Wednesday, MAY 6, 2015 at 6:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ, is CANCELLED DUE TO LACK OF AN AGENDA ITEM.**

The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona on the 29th day of April, 2015 at 8:00 a.m.

Dated this 29th day of APRIL, 2015

TOWN OF CLARKDALE

By:

Vicki McReynolds

Vicki McReynolds
Administrative Assistant II

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, MAY 19, 2015, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A Regular Meeting of the Planning Commission of the Town of Clarkdale was held on Tuesday, May 19, 2015, at 4:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Planning Commission:

Vice Chairperson	Ida-Meri deBlanc	Present
Commissioners	Jorge Olguin	Present
	John Erickson	Present
	Craig Backus	Absent

Staff:

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar

Others in Attendance: Phil Terbell.

- 1. AGENDA ITEM: CALL TO ORDER:** Vice Chair de Blanc called the meeting to order at 4:00 p.m.
- 2. AGENDA ITEM: ROLL CALL:** Director Filardo called the roll.
- 3. AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit his or her comments to FIVE MINUTES.

There was public comment: Mr. Phil Terbell addressed the Commission and let them know he has set a personal goal to attend all planning meetings in the area to represent the development community.

- 4. AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of April 21, 2015.** The Vice Chair entertained a motion to accept the minutes. Commissioner Olguin motioned to approve the Regular Meeting Minutes of April 21, 2015. Commissioner Erickson seconded the motion. The motion passed unanimously.
- 5. AGENDA ITEM: REPORTS:**

a. Chairperson and Members Report- Commissioner Erickson stated the signs at The Crossroads are effective and the road at Mescal Spur will be very useful.

b. Director's Report

6. OLD BUSINESS:

a. AGENDA ITEM: WORKSESSION: Continuing discussion/possible action regarding proposed changes to Sections 2-1, 3-9, 3-10, 3-11, 3-12 and 3-13 of the Town of Clarkdale Zoning Code regarding commercial zoning.

Background:

At the April 21 meeting the Planning Commission directed staff to incorporate proposed changes to the commercial zoning districts into zoning code format for review.

Major changes being proposed include:

- Adding a variety of agriculture related uses to the Commercial and Highway Commercial District
- Moving Artist Studio from a conditional use to a permitted use in the Neighborhood and Highway Commercial Districts and add as a permitted use in the Commercial and Central Business District. Language has been added regarding performance standards applying to art production per the Commission's discussion.
- Add Commercial, Trade or Vocational schools as permitted uses to Highway and Neighborhood Commercial District. This category is currently a permitted use in the Commercial and Central Business District.
- Add Assisted living facilities including convalescent homes, hospice care and retirement centers as permitted uses in the Highway and Neighborhood Commercial Districts (currently allowed with a CUP).
- Consolidate uses into a Personal services category
- Consolidate uses into a Professional offices category
- Remove limiting language from Retail sales
- Add Park and ride facilities as permitted uses in Commercial and Highway Commercial
- Remove limitations regarding alcohol service in the Neighborhood and Highway Commercial Districts.
- Create a separate category for Repair of household appliances and add to all districts
- Add Single-family use to all commercial district. This is an assumed permitted use for a hierarchical code.

- Convert Parking structures or garages, a maximum of two stories in height to Public garage, including storage and repair, a maximum of two stories in height in Highway Commercial
- Add Public Utilities as permitted uses in Commercial and Highway Commercial Districts

In addition, the uses have been alphabetized and language has been standardized across all four districts.

Since the agriculture use category is new, draft definitions have been developed for uses in this category.

Recommendation: Staff is requesting the Planning Commission provide feedback on the proposed changes and direct staff to schedule the required public hearing.

ACTION: The Planning Commission directed staff develop more flexible language regarding single and multi-family housing and the use of manufactured or modular units. The Commission directed staff to make these changes and bring the drafts back to the Commission in a public hearing at the regularly scheduled June Planning Commission meeting.

7. AGENDA ITEM: FUTURE AGENDA ITEMS

None.

8. AGENDA ITEM: ADJOURNMENT: The Vice Chairperson entertained a motion for adjournment. Commissioner Olguin motioned to adjourn the meeting. Commissioner Erickson seconded the motion. The motion passed unanimously. The meeting adjourned at 4:40 p.m.

APPROVED BY:

SUBMITTED BY:

Ida de Blanc
Vice -Chairperson

Beth Escobar
Senior Planner

**MINUTES OF A REGULAR MEETING
OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE**

A Regular Meeting of the Parks and Recreation Commission of the Town of Clarkdale was held on Wednesday, May 13, 2015, at 5:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

Chairperson: Shannon Westcott (Absent)
Vice Chairperson: Barbara Van Wye (Absent)
Commissioners: Peter Curé
Trish Gomez
Lynda Zanolli

Town Staff:
Community Services Supervisor: Dawn Norman

AGENDA ITEM: CALL TO ORDER – Community Services Supervisor Dawn Norman called the meeting to order at 5:30 p.m. It was noted that a quorum was present.

Community Services Supervisor Dawn Norman opened the floor for a motion to appoint a Commissioner to serve as Chair to oversee the meeting due to the absence of both Chairperson Westcott and Vice Chair Van Wye.

Commissioner Cure' motioned to appoint Commissioner Zanolli to serve as Chair to oversee the meeting. Commissioner Gomez seconded the motion. The motion passed unanimously.

Commissioner Zanolli accepted and took over the meeting.

AGENDA ITEM: PUBLIC COMMENT - There was no public comment.

AGENDA ITEM: INFORMATIONAL REPORTS

CHAIRPERSON'S REPORT – A report from the Chairperson on current events.
There was no information to report.

STAFF REPORT – A report from the Community Services Supervisor on current events.

Community Services Supervisor Dawn Norman reported the following:

- Concert in the Park – Friday, May 15, 6-7pm, featuring the Great Bear Trio. This concert is sponsored by AZ Dance. Staff was able to secure the SRMG TV Times ad to promote this season's concerts. The ad was published on May 1st.
- Selna-Mongini Ball Field –
 - The grass is growing in and close to being ready to be played on.
 - The Arizona Combat Baseball Club has acquired a donation of material for the warning track. They will be installing the material and new bases. They plan to do the fence repairs and painting of the dugouts and trash cans in the next couple

- **Ambassadors:**
 - Depending on outcome of outfitter capacities issued – their schedule will be modified for busy times.
 - Expansion of program – Addition of a Safety Boater. This is still in the beginning stages of implementation. A kayak, safety gear, and 1st Aid kit have been purchased. To date, we have had an occasional presence on the river with no set schedule.
- **Verde River @ Clarkdale Memberships:**
 - The membership application has been modified to include a 2nd name for parking placard.
 - A total of 4 memberships have been sold.
- **Commissioner Zanolli shared information on the Verde NRCD (Natural Resource Conservation District) Ed Center contest.** The challenge was to understand the community's connections to the river. Everyone in the class researched one community member and wrote an essay. The community was displayed on a class board including pictures and connections. The prize for this contest was a trip down the Verde River from Lower TAPCO to Tuzigoot RAP. The river trips were Tuesday, May 12, and Thursday, May 14. The contest was sponsored by WREP (NAU Water Research and Education Program) and Verde NRCD. NAU grad students provided onsite learning activities focusing on river and riparian health.

Commissioner Zanolli shared that Verde Adventures was hired for the two floats. A few days prior to the trips, Commissioner Zanolli learned that Verde Adventures had not yet secured their permits in Clarkdale. Once receiving this information, Commissioner Zanolli contacted Verde Adventures who then asked if they could change the float to the Camp Verde stretch. This was not an option due to the coordinating of buses, lunches, timeframes, etc. Commissioner Zanolli reached out to one of the new outfitters, South by Southwest, who was able to accommodate them. She informed that they did an exceptional job. In addition, the Town had Ambassadors, both at the site and on the water, who also did an outstanding job.

Commissioner Cure' shared that he had visitors from out of town and he contacted Verde Adventures to do the float from TAPCO to Tuzi. He was informed by the company that they weren't doing the Clarkdale stretch as it was non-navigable and they suggested the Camp Verde stretch. There was open discussion on Verde Adventures and their operations in Clarkdale.

Tuzigoot River Access Point:

- **Town Manager Mabery is planning to meet with AZ State Parks to discuss implementing the same operation plan as used at TAPCO RAP, this includes:**
 - Installation of gate and closure in conjunction with TAPCO hours.
 - Issuing of Special Event Permits – the Town of Clarkdale to oversee the issuance of permits.

Verde River Poker Run is scheduled for October 3rd. This is the same day that the Downtown Business Alliance holds Clarktoberfest.

Big Spring Natural Area Trail System – Mrs. Bustya’s 6th grade class will be submitting a list of name suggestions by the end of May for the Commission to consider. This will be on the Commission’s next agenda.

AGENDA ITEM: MOVIES IN THE PARK – A discussion on offering outdoor movie showings.

For several years, Staff has been wanting to implement offering outdoor movie showings. Due to costs and staffing issues, staff was not able to consider doing so. The results from the Community Services Survey reflect that the community supports this type of programming/events and staff would like to move forward with the program.

Community Services Supervisor Norman presented to the Commission the plans for offering outdoor movie showings. She explained that the movie showings would be offered throughout the town, including the Town Park, Selna Ball Field, Centerville Park, Caballero Park and Lower TAPCO. The discussion included the purchasing of outdoor cinema equipment and an estimated date as to when the program could be launched.

AGENDA ITEM: DONATION FUNDS – Discussion and consideration to approve the use of donation funds to purchase outdoor cinema equipment.

As presented in the previous agenda item, staff would like to offer outdoor movie showings. In order to do so, outdoor cinema equipment will need to be purchased. Staff is working with several vendors on customized outdoor cinema equipment packages and price quotes. To date, costs received are estimated around \$12,000-\$14,000. The FY14-15 Parks and Recreation budget has \$7,950 for programming. These funds along with funding from the library budget and library donation accounts total to \$10,950. Staff would like to request funds from the Parks and Recreation Donation Account to cover the difference. The Parks and Recreation general donation account has approximately \$3,950. Community Services Supervisor Norman explained that the programming funds must be expended by June 30th and items purchased must be in hand by June 30th. Projects started in this fiscal year must be completed by June 30th in order for the funding to be used.

Commissioner Zanolli had some concerns with spending that large amount on the equipment. Community Services Supervisor Norman explained that this is a one-time, lifetime purchase and the equipment could be used for various programming ideas including but not limited to astronomy, photography, gaming, and sports event showings. In addition, the equipment is portable which gives the flexibility for location. She explained that the City of Cottonwood purchased their outdoor equipment many years ago and they continue to use it, including for this year’s Verde Valley Open Air Cinema program. Commissioners Cure’ and Gomez agreed with staff and stated this would be a great investment for the community. Commissioner Gomez stated that she liked that the movies would be offered in the various neighborhoods.

Commissioner Zanolli inquired if the \$7950 could be utilized on installing a water feature as the Commission has previously discussed. Community Services Supervisor Norman explained that in order for the funds to be used the project would have to be completed fully by June 30th and it was not feasible for that type of project to meet that requirement. Commissioner Cure' added that the cost for that type of project would exceed \$50,000.

Commissioner Cure' motioned to approve the use of donation funds to purchase outdoor cinema equipment. Commissioner Gomez seconded the motion. The motion passed unanimously.

AGENDA ITEM: CLARKDALE'S OLD-FASHIONED 4TH OF JULY – A discussion on the 2015 Old-Fashioned 4th of July event.

Community Services Supervisor Dawn Norman reported the following:

- Pre-Planning Meeting scheduled with Police Chief, Fire Chief and Public Works Director and Superintendent. Meetings will continue up until the week of the event. In addition to the normal planning discussion, emergency procedures and planning will also be included.
- Schedule of Events - Review and discussion on the scheduled activities and performances. The activities will begin at 7 am with the event concluding at 11 am.
- Volunteers - Review and discussion of the volunteer opportunities. The Vineyard Christian Church has been contacted and they will be assisting with recruiting volunteers.

AGENDA ITEM: FUTURE AGENDA ITEMS – Listing of items to appear on future agendas.

AGENDA ITEM: ADJOURNMENT - With no further business before the Commission and with no objection, the meeting adjourned at 6:42 p.m.

APPROVED:

Shannon Westcott, Chairperson

SUBMITTED BY:

Dawn Norman, Community Services Supervisor



Staff Report

Agenda Item: **Civil Traffic Hearing Officer Appointment** – Approval of appointing Court Supervisor Cynthia Tinall as Civil Traffic Hearing Officer.

Staff Contact: Ronald Ramsey, Clarkdale Court Magistrate
Janet Perry, HR/Community Services Director

Meeting Date: June 9, 2015

Background: As the Town Code Section 5-2-3 allows for Council's appointment of Hearing Officers, Judge Ramsey recommends the appointment of Cynthia Tinall as Civil Traffic Hearing Officer for the Town of Clarkdale.

Cynthia Tinall is currently the Court Supervisor for the Town of Clarkdale. She has more than 15 years of experience serving the municipal courts in Arizona including several years as a Court Operations Specialist with the Supreme Court's Administrative Office of the Courts. Cynthia has also served as both a Civil Traffic Hearing Officer and Judge Pro Tem in the Sedona Municipal Court. Cynthia recently completed Civil Traffic Hearing Officer Training and has received certification as a Civil Traffic Hearing Officer from the Arizona Supreme Court.

This appointment is for the purpose of providing additional judicial support, in light of the increase in civil traffic filings, without the need to increase Judge Ramsey's presence at the court, as Cynthia is present on a full-time basis. Cynthia's duties as Civil Traffic Hearing Officer would be in addition to her duties as Court Supervisor. Aware of the budget constraints for the coming fiscal year and her desire to do what is best for the Town and its citizens, Cynthia is willing, if need be, to perform the additional duties required of the appointment without additional compensation, but reserving the right to readdress compensation in FY 2016/2017.

Approval of this item will formalize the appointment.

Recommendation: To appoint Cynthia Tinall as Civil Traffic Hearing Officer for the Town of Clarkdale.



Staff Report

Agenda Item: **Intergovernmental Agreement for Establishment of Unified Emergency Management – Approval of the Intergovernmental Agreement between Yavapai County and the Town of Clarkdale for Emergency Management Services.**

Staff Contact: Kathy Bainbridge, Clerk/Finance Director

Meeting Date: June 9, 2015

Background: The Town of Clarkdale has entered into an annual Emergency Management Agreement with Yavapai County who is the local representative of the Office of Emergency Management and Homeland Security. The agreement is for the establishment of unified emergency management for the fiscal year July 1, 2015 through June 30, 2016. The Town and County can enter into this agreement pursuant to ARS 11-952, 26-307 and 26-308.

Some benefits provided to the Town during the past year include:

- Notification of hazardous conditions (Flooding)
- Update of Disaster Response Plan
- Completion of the Multi-Jurisdictional Hazard Mitigation Plan
- Completion of the Communities Wildland Protection Plan
- On call status 24/7
- On call 24/7 alternative communications capability (Amateur Radio)
- Monitor and assist with compliance on Homeland Security training & reporting mandates
- Homeland Security and emergency management training classes at no cost.

There are some changes from last year. Here are the highlights:

- The IGA has gone from 1 to 5 years for renewal.
 - Per annum contribution as it has been/it is not a 5 year lump sum payment
 - Establishes cost to the 2010 census...cost remains the same as it has been
 - Option for annual automatic renewal after the 5 year is up
 - 30 day written notification exit clause
- More accurately defines Emergency Management planning activities
- Groups items by function (Planning, Training/Exercise, and Disaster Response Support)
- Provides an “Option” for the City to request an Unified EOC for Response Support

- Establishes a represented committee for Emergency Management: Yavapai County Emergency Management Advisory Committee.
 - This can be either a Standing or Ad-hoc Committee.
 - The Committee will establish Emergency Management Strategic Objectives for the County and City/Towne
 - Primary Stakeholder Group for Planning and Coordination

The rate for the Town is \$0.43 per person, per year based on the new census for a total amount of \$1,762.00.

Recommendation: Approval of the Intergovernmental Agreement between Yavapai County and the Town of Clarkdale for Emergency Management Services.

Master Agreement

INTERGOVERNMENTAL AGREEMENT FOR THE ESTABLISHMENT OF UNIFIED EMERGENCY MANAGEMENT

THIS INTERGOVERNMENTAL AGREEMENT ("IGA"), is made and entered into this _____ day of _____ 2015, by and between YAVAPAI COUNTY, a political subdivision of the State of Arizona, hereinafter called "County" and _____, hereinafter called "Public Agency", per A.R.S. §11-951.

WHEREAS the County has established an Office of Emergency Management and;

WHEREAS the County has the capability to manage an unified emergency management organization and;

WHEREAS the parties are empowered to enter into this agreement pursuant to A.R.S. §§11-952, 26-307, and 26-308.

NOW, THEREFORE, in consideration of the covenants contained herein, and for other good and valuable consideration, the receipt and the sufficiency of which are hereby acknowledged by each party to the other, it is hereby agreed as follows:

1. The County and the Public Agency shall establish a unified emergency management organization for the purpose of preparing plans for the preservation and safety of life and property and making provisions for the execution of these plans in the event of enemy attack upon the United States of America and/or in the event of any peacetime natural, technological, or manmade emergency or disaster within the County or Public Agency. See Attachment "B" for a list of definitions and Attachment "C" for a comprehensive list of services provided (incorporated herein by reference).
2. The unified emergency management organization is hereby designated as the Yavapai County Emergency Management Interagency Coordination Committee.
3. The County will perform the following services with the Public Agency:
 - a. Planning:
 1. Include emergency operations of the Public Agency in the County Emergency Operations Plan (EOP) covering emergencies and disasters;
 2. Review and assist in the development of the Public Agency Emergency Operations Plan for completeness, compatibility, alignment, and compliance with the National Incident Management System (NIMS), County Emergency Operations Plan, State Emergency Operations Plans, and provide improvements and updates as necessary.
 3. Provide assistance to the Public Agency to develop/update emergency management plans, procedures, and programs in each of the following **areas** (such list not to be exclusive): Emergency Operations Planning,

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- Continuity of Government, Emergency Evacuation, Shelter, Recovery, Mitigation, Access and Functional Needs, Warning and Public Information, Communications, Mass Care and Mass Casualty. The above plans and programs will be coordinated with and approved by the various Public Agency departments affected by said plans and programs;
4. Assist the Public Agency with developing and/or updating a current inventory of all equipment and supplies available in the Local Jurisdiction for use in the event of any disaster;
 5. Provide a current inventory of all equipment and supplies available in the County to assist the Public Agency in the event of any disaster.
- b. Training and Exercise: As Federal, State, or Local funds are available, and/or cooperative agreements, the County in its discretion will provide emergency management all hazards training and exercise opportunities for the Public Agency in accordance with the Multi Year Training and Exercise Plan (MYTEP).
 - c. Provide technical assistance in obtaining Federal or State funds which may become available to the Public Agency for emergency management/services purposes.
 - d. Assist in completing and submitting all report requirements emanating from State or Federal Government Emergency Management or Homeland Security Agencies;
 - e. Develop the Yavapai County Emergency Management Interagency Coordination Committee (see section 4a);
 - f. Disaster Support:
 1. Upon request by Public Agency officials, the County will provide assistance with emergency management under normal and/or emergency or disaster conditions.
 2. In the event of disaster confined to the Public Agency Jurisdiction, provide emergency assistance as requested, within the limits of the ability of the County to so provide, and coordinate assistance furnished by other agencies in accordance with the Yavapai County Emergency Operations Plan, mutual aid agreements, and State and/or Federal laws.
 3. In accordance with the Yavapai County Emergency Operations Plan, Yavapai County may activate an Emergency Operations Center (EOC) in support of an evolving incident, and/or in support of the Public Agency's EOC.
 4. At the request of the Public Agency, Yavapai County Emergency Management may open a unified EOC on the Public Agency's behalf. Cost share in accordance with federal and state law may apply (Stafford Act, 44CFR, and AAC title 8).

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5. Pass through all declarations for Emergency or Disaster to the State, in accordance with Stafford Act Authorities, 44 CFR, ARS title 26, and AAC title 8.
 6. Assist in all federal, state, or local recovery functions for the Public Agency. .
4. The Public Agency shall:
- a. By this agreement become a member, and through appointment provide a representative to serve on the Yavapai County Emergency Management Interagency Coordination Committee:
 1. The purpose of the committee is to collaborate, coordinate, communicate, and integrate a strategic vision of emergency management for the County as well as the Public Agency, and provide necessary input for the development of a comprehensive emergency management program inclusive of a whole community.
 2. The Emergency Management Interagency Coordination Committee shall meet not less than once a quarter;
 3. The Public Agency shall appoint an Emergency Management Representative for the jurisdiction, who shall be responsible for the organization, administration, and operations of local emergency management, subject to the direction and control of the Public Agency's chief executive officer or governing body.
 4. The Committee shall ensure National Incident Management System (NIMS) compliance, in accordance with Homeland Security Presidential Directive 5 for the Public Agency , and adopt NIMS as the Public Agency's management system for disaster response by resolution.
 5. Representatives to the Yavapai County Emergency Management Interagency Coordination Committee must be NIMS compliant in accordance with HSPD-5, and have operational knowledge of their respective jurisdiction.
 - b. Planning:
 1. Accept joint responsibility to maintain and keep current the Yavapai County Emergency Operations Plan, appendices, and annexes as it relates to the Public Agency;
 2. Accept responsibility to maintain and keep current the Public Agency Emergency Operations Plan, appendices, and annexes;
 - c. Training and Exercise:
 1. As needed, make personnel available for training and exercises.
 2. Personnel backfill and overtime for training and exercises is the

Master Agreement

responsibility of the Public Agency.

d. Disaster Response/Support:

1. Request necessary and available assistance from the County with emergency management under normal and/or emergency or disaster conditions;
2. In relation to emergency management issues, delegate to the County such lawful authority and responsibility as shall be deemed necessary by the Public Agency;
3. Notify Yavapai County Office of Emergency Management of any incident which requires activation of an EOC, sheltering of population exceeding 12 persons, resource requests outside of Yavapai County, or any incident which exceeds the Public Agency's capability to respond;
4. Coordinate resource requests with the County EOC;
5. Notify the County if a unified EOC is requested by the Public Agency. The Public Agency will make available personnel for Policy and Operational coordination to serve in the EOC. Other EOC staffing positions will be filled by the County as needed, in accordance with the Yavapai County Emergency Operations Plan (YC-EOP).

- e. In consideration of services provided: The Public Agency will budget and contribute to the County, per annum, for each fiscal year commencing July 1 and ending June 30, for the duration of the agreement, as shown in Exhibit A. Said amount shall be payable by the Public Agency to the County on or before October 31st of each year that this agreement remains in effect.

5. Additional Terms and Conditions:

- a. Representation: To foster an inclusive environment which benefits all parties, in the purpose of development of comprehensive emergency management program, the Yavapai County Office of Emergency Management will incorporate the Public Agency's appointed representative to the Yavapai County Emergency Management Interagency Coordination Committee;
- b. Director: The Yavapai County Office of Emergency Management shall be comprised of a County Emergency Manager, who shall serve as the Director of the County Emergency Management Interagency Coordination Committee, appointed by the Yavapai County Board of Supervisors, and other personnel as deemed necessary by the County Board of Supervisors;
- c. Term: The term of this agreement is for five years commencing July 1, 2015, and ending June 30, 2020. Following the initial term, this agreement will automatically renew each year for an additional one year term unless it is terminated by either

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party by providing written notice of termination to the other party prior to expiration of the agreement.

- d. Amendment: This agreement may be amended from time to time by written agreement executed by all parties.
- e. Conflict of Interest Pursuant to A.R.S. §38-511, the parties may cancel this agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the agreement on behalf of that party is, at any time while the agreement or any extension of the agreement is in effect, an employee or agent of any other party to the agreement in any capacity or a consultant to any other party of the agreement with respect to the subject matter of the agreement. In the foregoing event, that party may further elect to recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting, or creating this agreement on behalf of that party from any other party to the agreement arising as a result of this agreement.
- f. Arizona Law: The law of Arizona applies to this IGA.
- g. Relationship of Parties: Neither party to this agreement shall be deemed to be the employee or agent of the other party to the IGA.
- h. Severability: If any provision(s) of this agreement is/are invalid, illegal, or unenforceable for any reason, all other provisions shall nevertheless remain in full force.
- i. Entire Agreement: This IGA represents the entire, integrated agreement between the parties. This IGA supersedes all prior negotiations, representations, or agreements, whether written or oral.
- j. Compliance with Law: The parties shall comply with all applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities in performing this IGA, including but not limited to environmental laws.
- k. Immigration Law Compliance: Both parties hereby warrant that they will at all times during the term of this IGA comply with all federal immigration laws applicable to their employment of their employees, and with the requirements of A.R.S. §§ 23-214 and 41-4401 (together the "State and Federal Immigration Laws"). A breach of the foregoing warranty shall be deemed a material breach of the IGA, and the parties shall have the right to terminate this IGA for such a breach, in addition to any other applicable remedies.
- l. Notices: All notices under this IGA must be in writing and sent to the appropriate person. Notices will be deemed properly given if sent by (1) personal delivery, (2)

Master Agreement

facsimile transmission, (3) first-class United States mail, postage prepaid, or (4) certified U.S. mail, postage prepaid, return receipt requested, addressed as shown on the signature page.

- m. **Third Parties:** Nothing contained in this IGA shall create a contractual relationship with or a cause of action in favor of a third party against the Public Agency or the County. This IGA is not intended to benefit any thirdparty.
- n. **Indemnification:** Each party (as "indemnitor") agrees to indemnify, defend, 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 (death) or property damage to the extent that such claims are caused by the act, omission, negligence, misconduct, or other fault of the indemnitor, its officers, officials, agents, employees, or volunteers. This indemnification shall survive the termination of this IGA.
- o. **Workers' Compensation:** For purposes of workers' compensation only, an employee of a party to this IGA, who works under the jurisdiction or control of, or who works within the jurisdictional boundaries of another party pursuant to this specific IGA, is deemed to be an employee of both the party who is his primary employer and the party under whose jurisdiction or control or within whose jurisdiction he is then working, as provided by A.R.S. § 23-1022(D). The primary employer party of such employee shall be solely liable for payment of workers' compensation benefits for the purposes of this section. Each party herein shall comply with the provisions of A.R.S. § 23-1022(E) by posting the public notice required.
- p. **Termination:** Either party may terminate this IGA with thirty (30) days written notice as provided herein. Any termination of this IGA shall not relieve either party of responsibility for costs incurred prior to the effective date of the termination.

Master Agreement

YAVAPAI COUNTY
A political subdivision of the State of Arizona

By: _____ Date: _____
Craig L. Brown
Chairman, Board of Supervisors

ATTEST:

_____ Date: _____
ANA WAYMAN-TRUJILLO
County Clerk

Pursuant to A.R.S. §11-952(D), the undersigned Deputy County Attorney has determined that this agreement is in proper form and within the powers and authority granted under the laws of the State of Arizona to Yavapai County.

_____ Date: _____
JACK FIELDS
Deputy County Attorney

Yavapai County Emergency Management Contact Information:

Yavapai County
Office of Emergency Management
Attn: County Emergency Manager
1100 Commerce Drive
Prescott, AZ 86305

(928) 771-3321 Office
(928) 713-3020 Cell 24/7
(928) 771-3323 Fax

Master Agreement

PUBLIC AGENCY

TOWN OF CLARKDALE

By: _____ Date: _____
DOUG VON GAUSIG
Mayor

ATTEST:

_____ Date: _____
KATHY BAINBRIDGE
City Clerk

Pursuant to A.R.S. §11-952(D), the undersigned has determined that this agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the Town of Chino Valley.

_____ Date: _____
ROB PECHARICH
City Attorney

Public Agency's Emergency Management Contact Information:

Attn: _____

() _____ Office
() _____ Cell

Please return this signature page to:

Yavapai County
Office of Emergency Management
Attn: County Emergency Manager
1100 Commerce Drive
Prescott, AZ 86305

Yavapai County

Exhibit A

2010 Official Census Populations:

JURISDICTION	POPULATION	MULTIPLIED BY	TOTAL
Town of Camp Verde	10,873	0.43	\$4,675
Town of Chino Valley	10,817	0.43	\$4,651
Town of Clarkdale	4,097	0.43	\$1,762
City of Cottonwood	11,265	0.43	\$4,844
Town of Dewey-Humboldt	3,894	0.43	\$1,674
Town of Jerome	444	0.43	\$191
City of Prescott	39,843	0.43	\$17,132
Town of Prescott Valley	38,822	0.43	\$16,693
City of Sedona	10,031	0.43	\$4,313
Yavapai Prescott Indian Tribe	181	0.43	\$78

Yavapai County

Exhibit B

LIST OF DEFINITIONS

"EMERGENCY," as defined in ARS ' 26-301, means the existence of conditions of disaster or of extreme peril to the safety of persons or property within the territorial limits of the county, city, or town, which conditions are, or are likely to be, beyond the control of the services, personnel, equipment, and facilities of such political subdivision as determined by its governing body and which require the combined efforts of other political subdivisions.

"DISASTER," as defined in Section 102, Public Law 93-288, means any hurricane, tornado, storm, flood, high-water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophe in any part of the United States which, in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance to state and local governments under the Disaster Relief Act of 1974.

Yavapai County

Attachment C

EMERGENCY MANAGEMENT / HOMELAND SECURITY

Services provided by County Emergency Management/Homeland Security under the IGA for the establishment of unified Emergency Management:

SERVICES:

- 24/7 Real Time Hazard Alert/notifications/bulletins
- 24/7 Emergency alternative communications capability
- Emergency/Disaster Response & Recovery Notification, Operations, Coordination and Staff augmentation
- Emergency Operations Plan, Continuity Plan development and maintenance
- Homeland Security Grant Participation
- Risk/Hazard Analysis
- Staff Training (EOC, Disaster Plan, Continuity Plans)
- Liaison to State and Federal Resources
- Public Education Program development and implementation assistance
- Hazard mitigation analyses and plan development
- Exercise Development/Training/Implementation/Evaluation
- Emergency Management, NIMS, Homeland Security Training
- EPA/LEPC Representation
- Special Studies/Projects
- Damage Assessments
- Provide brochures, booklets, pamphlets, checklists or other information in support of local Emergency Management issues or initiatives
- Other Emergency Management support as needed

RATE: \$.43 per person, per year based on the 2010 census.



Staff Report

Agenda Item: **2015 SPIRIT OF CLARKDALE AWARD NOMINATIONS -**
Discussion and consideration of the Spirit of Clarkdale Review Committee recommendations to Council on the 2015 “Spirit of Clarkdale” nominations.

Staff Contact: Joni Westcott, Administrative Assistant II, Community Services

Meeting Date: June 9, 2015

Background: The Council approved the “Spirit of Clarkdale Award” on April 10, 2007 by Resolution # 1224. The Spirit of Clarkdale awards program provides a way for the Clarkdale Town Council to recognize Clarkdale home or business owners, residents, organizations or other individuals that have taken steps in the community that are worthy of recognition. Awards are made by the Council from nominations that have been reviewed by the Spirit of Clarkdale Review Committee. Anyone may nominate a Clarkdale property owner, business owner or other individual they feel deserve recognition for projects or actions that enhance the “Spirit of Clarkdale.”

The 2015 Spirit of Clarkdale Review Committee members are: Scott Buckley, Councilmember, John Kinnamon, Board of Adjustment member and Ben Kramer, Library Advisory Board member. The committee met on May 27th, 2015, reviewed the applications and put forward their recommendation to issue Spirit of Clarkdale awards to the list of nominations attached and provided to Council.

Award winners will be invited to attend and receive their Spirit of Clarkdale Award at the Town of Clarkdale’s annual Old-Fashioned Fourth of July celebration.

Moving Forward: It is the goal of the Spirit of Clarkdale committee and Community Services staff to assess and consider changes be made to the Spirit of Clarkdale program, including categories, nomination requirements, and selection/award criteria, in order to enhance its value in the community and give it a more prestigious appeal.

Recommendation: The Council is requested to approve the Spirit of Clarkdale Review Committee recommended awards.

Spirit of Clarkdale List of Nominees 2015

Copper Art Museum-Drake Meinke

Historical Preservation

Pam Watts

Property Beautification

Cliff Pollay

Property Beautification

Carol Cain

Volunteerism

Carol Engert

Volunteerism

John Sherman

Volunteerism



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015

(One Nomination per Application)

1. NOMINEE INFORMATION:

List information on the individual/business/project you are nominating

Name(s)/Project Owner:

Drake Meinke

Mailing Address:

849 MAIN ST.

Email Address:

Phone:

Project Name (if applicable):

Copper Art Museum

Project Physical Address (if applicable):

2. AWARD TYPE – Select only one:

Sustainable Clarkdale Business Property Neighborhood
 Residential Property Individual(s) Other:

3. PLEASE SELECT ONLY ONE AWARD CATEGORY FOR THE NOMINATION:

SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

- Future and long-term oriented
- Aware of ecological and resource limits
- Regional as well as local implications
- Concerned with creating diverse and balanced communities
- Inclusive of social equity and well-being
- Use of partnerships to strengthen viability
- Ability to be replicated

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural Merit
- Material, Texture and Color
- Architectural Details
- Landscaping
- Landscaping - Water Conservation
- Lighting
- Improved Aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and/or resources
- Project protected and preserved archaeological resources of significance
- Project encouraged historical preservation
- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
- Encouraging individual and community responsibility for neighborhood beautification
- An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects
- Neighborhood unity was promoted
- Significant impact was made on neighborhood communication, interaction and cooperation
- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

Exceptional service contribution to the Town of Clarkdale

Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

List the name and information of the individual completing and submitting Nomination Application.

Name: Lee & Gail Daniels

Mailing Address: 1880 Wildflower Lane

City/State/Zip: Clarkdale, AZ 86324

Phone: _____ mail: _____

5. PROJECT DESCRIPTION:

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

Mr. Meinke, in determining the proper location of his Copper Art Museum, surveyed many areas in Arizona that had a history with copper. His search stopped when he found Clarkdale. Clarkdale not only offered the physical facilities for the creation of the unique Copper Art Museum but the opportunities to become part of the community and help with its future development.

He took advantage of the opportunities and was able to obtain and save the Clarkdale High School building, create one of the Verde Valleys top attractions, help establish the Clarkdale Historical Society and Museum, become instrumental in the organization of the Verde Valley Business Association, work with the Cottonwood Chamber of Commerce to promote the Verde Valley and Clarkdale as a place to visit.

We believe that Mr. Meinke is most deserving of recognition of his efforts in developing and promoting the "Spirit of Clarkdale".



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015

(One Nomination per Application)

1. NOMINEE INFORMATION:

List information on the individual/business/project you are nominating

Name(s)/Project Owner:

Pam Watts

Mailing Address:

18 North 10th Street Clarkdale, AZ

Email Address:

Phone:

Project Name (if applicable):

Project Physical Address (if applicable):

2. AWARD TYPE – Select only one:

Sustainable Clarkdale Business Property Neighborhood

Residential Property Individual(s) Other: _____

3. PLEASE SELECT ONLY ONE AWARD CATEGORY FOR THE NOMINATION:

SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

Future and long-term oriented

Aware of ecological and resource limits

Regional as well as local implications

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural Merit
- Material, Texture and Color
- Architectural Details
- Landscaping
- Landscaping – Water Conservation
- Lighting
- Improved Aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and/or resources
- Project protected and preserved archaeological resources of significance
- Project encouraged historical preservation
- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
 - Encouraging individual and community responsibility for neighborhood beautification
 - An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects
 - Neighborhood unity was promoted
 - Significant impact was made on neighborhood communication, interaction and cooperation
 - Exceptional service contribution to the Town of Clarkdale
 - Improves the quality of life in the Town of Clarkdale
-

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

- Exceptional service contribution to the Town of Clarkdale
 Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

List the name and information of the individual completing and submitting Nomination Application.

Name: Brianna Smith

Mailing Address: 706 West Lewis Ave

City/State/Zip: Phoenix, AZ 85007

Phone: _____ Email: _____

5. PROJECT DESCRIPTION:

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

I nominate Pam Watts and her house for this award because she has taken a house that was in need of love and attention and returned it to its former glory. She has stayed true to the character and history of the house while updating it and making it her own. It is her hope in doing this, that more homeowners in Clarkdale will take the same care with their houses and continue to beautify the town.



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015

(One Nomination per Application)

1. NOMINEE INFORMATION:

List information on the individual/business/project you are nominating

Name(s)/Project Owner:

Pam Watts

Mailing Address:

710 W. Hayward Ave., Phoenix, Az.85020

Email Address:

Phone:

Project Name (if applicable):

Project Physical Address (if applicable):

18 North 10th Street, Clarkdale, Az. 86324

2. AWARD TYPE – Select only one:

Sustainable Clarkdale Business Property Neighborhood

Residential Property Individual(s) Other: _____

3. PLEASE SELECT ONLY ONE AWARD CATEGORY FOR THE NOMINATION:

SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

Future and long-term oriented

Aware of ecological and resource limits

Regional as well as local implications

Concerned with creating diverse and balanced communities

Inclusive of social equity and well-being

Use of partnerships to strengthen viability

Ability to be replicated

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural Merit
- Material, Texture and Color
- Architectural Details
- Landscaping
- Landscaping – Water Conservation
- Lighting
- Improved Aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and/or resources
- Project protected and preserved archaeological resources of significance
- Project encouraged historical preservation
- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
- Encouraging individual and community responsibility for neighborhood beautification
- An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects
- Neighborhood unity was promoted
- Significant impact was made on neighborhood communication, interaction and cooperation
- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

- Exceptional service contribution to the Town of Clarkdale
 Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

List the name and information of the individual completing and submitting Nomination Application.

Name: Carol Olson

Mailing Address: 5672 Hittle Road

City/State/Zip: Hopedale, IL 61747

Phone: _____ Email: _____

5. PROJECT DESCRIPTION:

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

I am making the nomination for 18 North 10th Street because I have seen the house when newly purchased needing a lot of work turn into an amazing country/shabby chic house for Pam. Pam has kept the history of the house intact by keeping all the old windows in place, all the hardwood flooring, even replacing some spots with matching boards brought from California. She has worked tirelessly on this house to improve it's interior and the exterior. We have stayed there for the last two winters and have helped her with some of these improvements so we know how hard she has worked and how she's trying to keep alive the history of the house. Omar Twitty, who at one time lived in the house, was at the Clarkdale bank at the time of a robbery back in 1928. He was hit by a bullet but his pocket watch was the only casualty, which saved his life. The bank robbery was reenacted at the actual location of the historic event last December.



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015
(One Nomination per Application)

1. NOMINEE INFORMATION:

List information on the individual/business/project you are nominating

Name(s)/Project Owner:

Pam J. Watts

Mailing Address:

18 North 10th Street

Email Address:

Phone:

Project Name (if applicable):

Project Physical Address (if applicable):

Same as above

2. AWARD TYPE – Select only one:

Sustainable Clarkdale Business Property Neighborhood
 Residential Property Individual(s) Other: _____

3. PLEASE SELECT ONLY ONE AWARD CATEGORY FOR THE NOMINATION:

SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

- Future and long-term oriented
- Aware of ecological and resource limits
- Regional as well as local implications
- Concerned with creating diverse and balanced communities
- Inclusive of social equity and well-being
- Use of partnerships to strengthen viability
- Ability to be replicated

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural Merit
- Material, Texture and Color
- Architectural Details
- Landscaping
- Landscaping – Water Conservation
- Lighting
- Improved Aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and/or resources
- Project protected and preserved archaeological resources of significance
- Project encouraged historical preservation
- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
- Encouraging individual and community responsibility for neighborhood beautification
- An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects
- Neighborhood unity was promoted
- Significant impact was made on neighborhood communication, interaction and cooperation
- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

- Exceptional service contribution to the Town of Clarkdale
 Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

List the name and information of the individual completing and submitting Nomination Application.

Name: Kristi L. Mineer

Mailing Address: 14258 N. 23rd Street

City/State/Zip: Phoenix, AZ 85022

Phone: _____ Email: _____

5. PROJECT DESCRIPTION:

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

I have had the pleasure to visit and stay at the home of Pam Watts, located in Clarkdale, on several occasions. During my visits we have traveled to surrounding areas, downtown Cottonwood, Clarkdale, and Jerome, and extensively through the Clarkdale residential areas just looking at the wonderful homes. Ms. Watts' labor of love began only a year ago when she was able to purchase her bungalow. She immediately set about restoring and enhancing the architectural significance of her quaint little home. Not only has she improved the exterior of the home with landscaping, fret-working, and paint, the inside is beyond words! When walking up to the front door you travel back in time to a simpler way of life. Once inside, it's as though you are staying at a five star bed and breakfast featured in designer magazines. Most noteworthy is that Ms. Watts has done most of the work herself with the help of family and friends. She has committed herself to the community of Clarkdale by participating in the Christmas Home Tour, and frequenting the purveyors in the downtown area. She opens her home to many visitors and is the epitome of the word hostess. I believe the home and the owner, Ms. Watts, deserve the honor and recognition of the "Spirit of Clarkdale" award. Thank you.



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015

(One Nomination per Application)

1. NOMINEE INFORMATION:

List information on the individual/business/project you are nominating

Name(s)/Project Owner:

Pamela Watts

Mailing Address:

710 East Hayward Avenue Phoenix, AZ 85020

Email Address:

Phone:

Project Name (if applicable):

Project Physical Address (if applicable):

18 North 10th Street

2. AWARD TYPE -- Select only one:

Sustainable Clarkdale Business Property Neighborhood
 Residential Property Individual(s) Other: _____

3. PLEASE SELECT ONLY ONE AWARD CATEGORY FOR THE NOMINATION:

SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

- Future and long-term oriented
- Aware of ecological and resource limits
- Regional as well as local implications
- Concerned with creating diverse and balanced communities
- Inclusive of social equity and well-being
- Use of partnerships to strengthen viability
- Ability to be replicated

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural Merit
- Material, Texture and Color
- Architectural Details
- Landscaping
- Landscaping -- Water Conservation
- Lighting
- Improved Aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and/or resources
- Project protected and preserved archaeological resources of significance
- Project encouraged historical preservation
- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
- Encouraging individual and community responsibility for neighborhood beautification
- An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects
- Neighborhood unity was promoted
- Significant impact was made on neighborhood communication, interaction and cooperation
- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

Exceptional service contribution to the Town of Clarkdale

Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

List the name and information of the individual completing and submitting Nomination Application.

Name: Pam Watts

Mailing Address: 710 East Hayward Avenue

City/State/Zip: Phoenix AZ 85020

Phone: _____ Email: _____

5. PROJECT DESCRIPTION:

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

I had a dream to buy a cute little home that was historical because I love the cozy feel of older homes. In driving through Clarkdale 3 years ago, I discovered your beautiful town and was taken by the simple small town feel with the Town Park and people out walking their dogs and waving to each other. I decided that I was going to find a house in Clarkdale that would be my retreat from the hustle and bustle of everyday life. It took me a year and I looked at many properties with my realtor but the minute I walked through the door on 10th Street I knew I was home! From the claw foot tub to the hardwood floors to the paned windows I loved it! The house needed an incredible amount of work but I could see the potential of this diamond in the rough. It has taken a lot of elbow grease and hard work but this little cottage has revealed itself to be a sweet little retreat people can sit on the front porch or in the backyard and watch Clarkdale in all its glory! It holds historical significance because one of the townspeople involved in the bank robbery lived in it. It holds on to much of its original architecture with the beautiful gabled roof. The cottage stands as a reminder of the historic district that it is located in. The cottage brings memories of gentler times and we can watch the lights of Jerome sparkle underneath a canopy of stars at night. The red rocks of Sedona beckon us to adventure as does the whistle of the Verde Valley Railway. I think this little cottage deserves to be recognized for its catharsis from cocoon to lovely butterfly much as the town of Clarkdale has done for itself!

*For more information/questions, contact Community Services Department (928) 639-2460
or email community.services@clarkdale.az.gov.*



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015

(One nomination per application)

1. NOMINEE INFORMATION-

List information of the individual/business/project you are nominating

Name(s) of Project Owner:

Cliff Pollay

Mailing Address:

P.O. Box 754 Wickenburg 85358

Email Address:

Phone:

Project Name (if applicable):

Project Physical Address (if applicable):

2. AWARD TYPE - SELECT ONLY ONE

Sustainable Clarkdale Business Property Neighborhood
 Residential Property Individual(s) Other

3. AWARD CATEGORY - SELECT ONLY ONE CATEGORY

 SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

- Future and long-term oriented
- Aware of ecological and resource limits
- Regional as well as local implications
- Concerned with creating diverse and balanced communities
- Inclusive of social equity and well-being
- Use of partnerships to strengthen viability
- Ability to be replicated

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural merit
- Material, texture and color
- Architectural details
- Landscaping
- Landscaping- Water conservation
- Lighting
- Improved aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and /or resources
- Project protected and preserved archaeological resources of significance
- Project encouraged historical preservation
- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
- Encouraging individual and community responsibility for neighborhood beautification
- An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects.
- Neighborhood unity was promoted
- Significant impact was made on neighborhood communication, interaction and Cooperation
- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

Exceptional service contribution to the Town of Clarkdale

Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

Information of the individual completing and submitting Nomination Application

Name: Scott Buckley

Mailing address: 1471 E. Foy Dr Clarkdale 86324

City/State/Zip: _____

Phone: _____ Email: _____

5. PROJECT DESCRIPTION

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

Cleaned up the landscape on the north/west
corner of Broadway and main. Cliff used his
own resources to create a more aesthetic
corner and a better view up main street.



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015
(One Nomination per Application)

1. NOMINEE INFORMATION:

List information on the individual/business/project you are nominating

Name(s)/Project Owner:
Carol Cain

Mailing Address:
PO Box 193

Email Address:

Phone:

Project Name (if applicable):

Project Physical Address (if applicable):

2. AWARD TYPE – Select only one:

Sustainable Clarkdale Business Property Neighborhood
 Residential Property Individual(s) Other: _____

3. PLEASE SELECT ONLY ONE AWARD CATEGORY FOR THE NOMINATION:

SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

- Future and long-term oriented
- Aware of ecological and resource limits
- Regional as well as local implications
- Concerned with creating diverse and balanced communities
- Inclusive of social equity and well-being
- Use of partnerships to strengthen viability
- Ability to be replicated

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural Merit
- Material, Texture and Color
- Architectural Details
- Landscaping
- Landscaping – Water Conservation
- Lighting
- Improved Aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and/or resources
- Project protected and preserved archaeological resources of significance
- Project encouraged historical preservation
- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
- Encouraging individual and community responsibility for neighborhood beautification
- An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects
- Neighborhood unity was promoted
- Significant impact was made on neighborhood communication, interaction and cooperation
- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

List the name and information of the individual completing and submitting Nomination Application.

Name: Ruth Marie Wicks

Mailing Address: PO Box 223

City/State/Zip: Clarkdale, AZ 86324

Phone: _____ Email: _____

5. PROJECT DESCRIPTION:

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

Carol Cain is an exceptional person who has been part of the flag team putting up the American flag every holiday for the town since the inception of this program. She is a volunteer at our local grade grade school's library for the last five years. Also she usually hosts a dinner for Christmas and Easter for the 12 to 15 of her neighbors many of which have no family in this area and/or who are not well.

Carol is a member of Kiwanis of Clarkdale/Verde being their treasurer for the last four years which is a huge responsibility as the club annually raises well over \$10,000 and has at least six different accounts. She is the co chair of Kiwanis To Clothe a Child. This event's annual budget is over \$5,000. Eighty volunteers need to be recruited. This is a huge under taking. As one of the founding board member of the Kiwanis Foundation she is again the one who shoulders the task of accounting for all monies received and working closely with the bank. She never misses an opportunity to participate in all the various service activities of this group such as, the Brian Mickelsen Run, Walking on Main Street, Verde Valley River Days, Trash pick up on 260, and the Mayors Walk to name a few.

Twice a week she goes to Sedona and teaches a child to read or improve their reading. This literacy program requires each instructor to learn specific skills in order to address the needs of each child. She also spearheads the Leap for Literacy Program for Cottonwood/Oak Creek School District and Clarkdale/Jerome School.

She is on the executive group of Northern AZ Active Nursing Association (name is incorrect) but in this capacity she has sought additional monetary support for our nursing students at Yavapai College plus personally supporting a scholarship herself.

On top of this she visits every other day a retired nurse who is on hospice and has helped her sell her house, move into an assist living place, and balances her check book each month. She is humble, bright and dedicated to helping those in need

*For more information/questions, contact Community Services Department (928) 639-2460
or email community.services@clarkdale.az.gov.*



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015
(One Nomination per Application)

1. NOMINEE INFORMATION:

List information on the individual/business/project you are nominating

Name(s)/Project Owner:
Carol Engert

Mailing Address:
PO Box 1086 Clarkdale, AZ 86324

Email Address:

Phone:

Project Name (if applicable):

Project Physical Address (if applicable):

2. AWARD TYPE – Select only one:

Sustainable Clarkdale Business Property Neighborhood
 Residential Property Individual(s) Other: _____

3. PLEASE SELECT ONLY ONE AWARD CATEGORY FOR THE NOMINATION:

SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

- Future and long-term oriented
- Aware of ecological and resource limits
- Regional as well as local implications
- Concerned with creating diverse and balanced communities
- Inclusive of social equity and well-being
- Use of partnerships to strengthen viability
- Ability to be replicated

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural Merit
- Material, Texture and Color
- Architectural Details
- Landscaping
- Landscaping – Water Conservation
- Lighting
- Improved Aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and/or resources
- Project protected and preserved archaeological resources of significance
- Project encouraged historical preservation
- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
- Encouraging individual and community responsibility for neighborhood beautification
- An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects
- Neighborhood unity was promoted
- Significant impact was made on neighborhood communication, interaction and cooperation
- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

- Exceptional service contribution to the Town of Clarkdale
 Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

List the name and information of the individual completing and submitting Nomination Application.

Name: Town of Clarkdale Community Services (Dawn, Joni, Susan, Janet) and Town of Clarkdale PD

Mailing Address: PO BOX 308

City/State/Zip: Clarkdale, AZ 86324

Phone: 928-639-2480

Email: community.services@clarkdale.az.gov

5. PROJECT DESCRIPTION:

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

The Community Services team would like to nominate Carol Engert for her extraordinary act of volunteerism for the Town of Clarkdale. Carol has volunteered on a regular basis in the Library since 2012 and has become a valued part of our team. She began volunteering just one day a week and when our department was having difficulty covering the front desk she offered to increase to another day per week. Even though staffing is no longer an issue, she has continued to volunteer 2 days a week for a total of 6 hours a week regularly, except when she goes on vacation and then we cry. She is always open to changing her schedule if we are in need of her help. She also works one day a week at the Police Department and one day a week at the Court.

Carol has gained our complete respect and trust and takes on any task we throw at her with enthusiasm, even those torturous, tedious jobs we give her occasionally. She has become a master cataloger and the work she does each week is essential to Library operations. We could go on about her reliability, her accuracy and her ability to get a job done quickly, but let's move on to her caring spirit and humor. She brings us food, says hello to our mama on Coronado beach, offers to help us move and helps us eat our Violette's so we don't get so fat. She cracks us up with her funny tricks and antics she pulls on friends, family and PD staff. She is a genuine, kind woman who does not like the lime light and scoffs at compliments and recognition. If she only knew how truly valuable she is to us! Thank you, Carol for giving back to your community and being our friend.

Janet Perry
Dawn Norman
Joni Westcott
Susan Cox

*For more information/questions, contact Community Services Department (928) 639-2460
or email community.services@clarkdale.az.gov.*

I would like to nominate one of the best volunteers I have ever had the pleasure of working with, Carol Engert.

When Carol walks in our department with her smile on and ready to go toe to toe with all of us in PD, I feel instantly relaxed and I know that we will be getting stuff done! Here are some of the ways that Carol really keeps us on track. She plays a vital role in calculating evidence inventory, with her help we have been able to clear out space in the evidence room. She is always helping me to streamline operations, for example creating better tracking systems. Carol is currently helping me with some of our Verde River statistics taken from our pay envelopes. She is always looking to better a situation and have a good time doing that. And best of all, Carol helps me to play jokes on the chief! And sometimes she even brings homemade treats for us.

She is such a positive impact to the Police Department. I love how we brain storm and all of her ideas. Carol really does put a smile on everyone's face and give us a sense of ease in our day. "Hey Carol, can you just come in, oh let's see...everyday!!

Thank you!

Jen Mabery

Police Aide

Clarkdale Police Department.



2015 Spirit of Clarkdale Award

Nomination Application

Submission Deadline: May 15, 2015

(One Nomination per Application)

1. NOMINEE INFORMATION:

List information on the individual/business/project you are nominating

Name(s)/Project Owner:

John Sherman

Mailing Address:

571 Fiesta, Clarkdale, AZ 86324

Email Address:

Phone:

Project Name (if applicable):

Project Physical Address (if applicable):

2. AWARD TYPE – Select only one:

Sustainable Clarkdale Business Property Neighborhood
 Residential Property Individual(s) Other: _____

3. PLEASE SELECT ONLY ONE AWARD CATEGORY FOR THE NOMINATION:

SUSTAINABLE CLARKDALE CATEGORY

Please check all criteria that apply:

- Future and long-term oriented
- Aware of ecological and resource limits
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- Use of partnerships to strengthen viability
- Ability to be replicated

PROPERTY BEAUTIFICATION CATEGORY

Please check all criteria that apply:

- Architectural Merit
- Material, Texture and Color
- Architectural Details
- Landscaping
- Landscaping – Water Conservation
- Lighting
- Improved Aesthetics
- Green/Conservation

HISTORICAL PRESERVATION CATEGORY

Please check all criteria that apply:

- Project preserved historic culture and/or resources
- Project protected and preserved archaeological resources of significance
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- Project preserved, restored and/or rehabilitated historic architectural resources
- Project revitalized a historic center/neighborhood
- Property was in danger of being demolished
- Property played a documented role in the history of the town

NEIGHBORHOOD PROGRAMS/EVENTS/PROJECTS CATEGORY

Please check all criteria that apply:

- Residents working together as volunteers to improve the visual and physical environment of the community
- Encouraging individual and community responsibility for neighborhood beautification
- An increased awareness of the importance of enhancing the quality of life in the Town of Clarkdale through neighborhood programs, events or projects
- Neighborhood unity was promoted
- Significant impact was made on neighborhood communication, interaction and cooperation
- Exceptional service contribution to the Town of Clarkdale
- Improves the quality of life in the Town of Clarkdale

COMMUNITY VOLUNTEERISM CATEGORY

Please check all criteria that apply:

- Exceptional service contribution to the Town of Clarkdale
 Improves the quality of life in the Town of Clarkdale

4. NOMINATED BY:

List the name and information of the individual completing and submitting Nomination Application.

Name: Community Services Team

Mailing Address: PO Box 308

City/State/Zip: Clarkdale, AZ 86324

Phone: 928-639-2460

Email: community.services@clarkdale.az.gov

5. PROJECT DESCRIPTION:

Describe why you are making the nomination. Include a written explanation of the project or the service performed and provide details regarding the criteria that supports the award category. Attach additional pages if necessary.

John Sherman has served as a Library Board member for many years and is the current Chairperson of the board. We are nominating John for his extraordinary volunteerism regarding the 2014 Clark Memorial Library book sale. The Library staff had learned of a book donor with 7 pallets of books. John went to the warehouse on numerous occasions to sort through the books, organize and repack to bring to the Library. All in all, he brought in 75 boxes of books for the sale. John went above and beyond his volunteer duty by making this effort and no doubt it helped to increase the sales for the book sale this year. He has shown his true passion for the success of all Library fund raising events!

Dawn Norman
Joni Westcott
Susan Cox
Janet Perry



Staff Report

Agenda Item: INTERGOVERNMENTAL AGREEMENT WITH THE ARIZONA DEPARTMENT OF REVENUE RELATED TO UNIFORM ADMINISTRATION OF THE TOWN'S TRANSACTION PRIVILEGE TAX (TPT) – Approval of an IGA with DOR regarding administration of the local Transaction Privilege Tax.

Staff Contact: Kathy Bainbridge, Clerk/Finance Director

Meeting Date: June 9, 2015

Background: This intergovernmental agreement (IGA) was negotiated with the Department of Revenue (DOR) by city representatives included a finance director, a tax administrator, and two attorneys, along with assistance from the League of Arizona Cities and Towns. Additionally, several attorneys and tax experts from many cities and towns reviewed and commented on the language during the process, resulting in a document that provides the maximum level of information and assurances for the cities possible.

Local Transaction Privilege Tax (TPT) administration is governed by A.R.S. § 42-6001. This statute was recently modified for the purpose of tax simplification with the passage of House Bill 2111 in 2013 and House Bill 2389 in 2014. This statute now requires the Arizona Department of Revenue (DOR) to administer the transaction privilege and use taxes imposed by all cities and towns and to enter into a new inter-governmental agreement (IGA) with each city and town to reflect these changes and clearly define the working relationship between DOR and Arizona cities and towns.

State administration for the current self-collecting cities is predicated on DOR having the capability to provide an electronic means for collecting and distributing detailed taxpayer information including specific gross receipts and deductions by classification and by business location. This IGA intends to cover all aspects of administration after DOR takes over for all cities and towns, but it also includes language allowing self-collecting cities to continue their own tax and license programs until such time that DOR is able to perform the administrative functions documented in statute.

Although tax simplification will have the greatest impact on those cities and towns that are currently self-collecting local taxes, there are also considerable improvements for cities and towns in the State collection program as a result of simplification, particularly in the form of receiving much more detailed taxpayer data.

The IGA covers all aspects of local tax administration. First and foremost, the IGA addresses confidentiality, including the authorized handling of confidential taxpayer information, expectations for the discreet use of taxpayer data to prevent unauthorized disclosure, and the process we will follow in the event of a disclosure. There is also clarified and simplified guidance on the use of aggregated taxpayer data for public reporting and analysis.

The IGA includes clear direction regarding the sharing of general taxpayer license information, legal interpretations and written guidance, rate and fee tables, and any other pertinent tax information that needs to be shared between the cities and towns and DOR.

Importantly, the IGA identifies exactly which license and tax return data fields must be provided by DOR, and identifies in detail a series of new reports DOR will soon provide to all cities, both of which will serve to greatly expand the data available to the city for analysis purposes.

The first changes related to tax simplification that went into effect were new rules dealing with auditing, which DOR and the cities began following in January 2105. The IGA formalizes both the concepts included in statute and the main concepts used in practice by auditors in the field.

Key factors include a commitment to audit for all jurisdictions whenever any audit is being done; the continued authority for any city or town to perform an audit of a taxpayer that is engaged in business only in their town; the general guidance that DOR will lead all multi-jurisdictional audits, coupled with the option for DOR to delegate actual audit performance to a city or town when circumstances indicate it would be the most efficient means of completing the audit.

The IGA also provides guidance for handling voluntary disclosure by taxpayers, closing agreements in lieu of litigation, and sets up the responsibilities and authorities of both parties in terms of code or statute interpretations and legal support for protests.

Most importantly, the new IGA provides for a formal review process using the new "State and Local Uniformity Group" made up of four city and four DOR tax experts who will work together to iron out any problems or conflicts between the cities and the State.

The terms of this IGA run an annual basis from July 1, 2015 through June 30, 2016 and it renews automatically each year. Either party has the right to reopen and renegotiate the terms according to provisions within the agreement.

FINANCIAL IMPLICATIONS:

This agreement will not result in any budgetary impact to the Town.

FAQ's:

1) What is happening?

Your city or town currently has an IGA with the Department of Revenue that controls how they collect your local TPT for you. That agreement is about to expire on June 30, and this package replaces the old IGA with a new one. Every city and town has one (the last one was probably approved around 2004), and every city and town is being asked to approve a new agreement. The IGA is exactly the same for each of the cities and towns. It needs to be approved by your Council and then counter-signed by the Attorney General's office to be a binding contract between the city and the Department of Revenue for tax administration.

- 2) What happens if the Council does not approve the IGA?
The IGA is required under State statute. Statute also requires DOR to administer TPT for all local jurisdictions, including all of the current program cities and towns, as well as all of the self-collecting cities as soon as DOR can provide the detailed reporting data as required by statute. Regardless of whether your city or town has signed the IGA, DOR is and will continue to provide the statutorily required services and they will do so in the manner described in the IGA. We have already expressed the extent of our influence over DOR's services during the negotiation process. If you Council decides not to approve the agreement, realistically it might only serve to limit your town's ability to enforce its rights and authorities outlined in the IGA.
- 3) What if our city does not want to accept the terms exactly as written?
Rather than simply issuing another new IGA with the terms best suited to their operations as usual, DOR agreed to negotiate this agreement based on the stipulation that the negotiators spoke for all cities and towns. This is the final negotiated contract that was reviewed and approved by the finance directors, tax staff, and city/town attorneys representing more than 30 of the 91 cities and towns who responded when we asked for input on the IGA. Again, we have already expressed the extent of our influence over the terms of the agreement during the negotiation process. We ask that you do not attempt to renegotiate terms with DOR or insert or delete any language under any circumstances.
- 4) Who were the people on the negotiating teams for the cities and DOR?
*For DOR: Lisa Neuville, Chief Counsel; Tom Johnson, Asst. Director – Audit; Frank Boucek, Asst. Director – Tax Policy & Research;
For Cities & Towns: Ken Jones, Deputy City Manager/CFO – Tempe; Gary Tasky, Tax, License & Collections Supervisor – Peoria; Deborah Robberson, Deputy City Attorney – Glendale; Kelly Gregan, Asst. City Attorney – Mesa.*
- 5) What if we have a vacancy or have not decided who will be responsible?
You can certainly use a particular person as any of the requested points of contact, but you're probably better off if you don't use a specific person's email address and instead use a generic one like taxaudit@cityaz.gov. This way you don't have to keep changing them if your personnel change over time. Please note that the preferred contact in Section 19(a) is the city or town Finance Director or the equivalent if you don't have that title.
- 6) What do I do with this application and tax return?
Those are both exhibits that are part of the IGA – they are considered Appendix C. Your complete IGA package should have the IGA body, the Appendix A and Appendix B document, and finally, the blank application and blank tax return. You do not need to fill in anything on the application or the tax return! At your discretion you can use any part of the proposed Council memo as a cover sheet to explain what is happening. Follow that

with the complete IGA package for their review and approval, and once approved, send two complete signed copies to DOR.

Recommendation: Recommend the approval of an Intergovernmental Agreement between the Town of Clarkdale and the Arizona Department of Revenue regarding the uniform administration, licensing, collection, and auditing of transaction privilege tax, use tax, severance tax, jet fuel excise and use tax and rental occupancy taxes imposed by the State or cities or towns.

**INTERGOVERNMENTAL AGREEMENT BETWEEN
THE STATE OF ARIZONA AND
THE TOWN OF CLARKDALE**

THIS AGREEMENT is entered into this _____ day of June, 2015, by and between the Arizona Department of Revenue, hereinafter referred to as Department, and the Town of Clarkdale, an Arizona municipal corporation, hereinafter referred to as Town. This Agreement shall supersede and replace all previous intergovernmental agreements, including amendments thereto, entered into by the Department and Town regarding the administration, collection, audit and/or licensing of transaction privilege tax, use tax, severance tax, jet fuel excise and use taxes and rental occupancy taxes imposed by the State, cities or towns.

RECITALS

WHEREAS, Title 11, Chapter 7, Article 3 (A.R.S. § 11-952) authorizes two or more public agencies to enter into intergovernmental agreements to contract for services, if authorized by their legislative or governing bodies.

WHEREAS, A.R.S. § 42-6001 et seq. was amended effective January 1, 2015 to provide that the Department shall collect and administer any transaction privilege and affiliated excise taxes imposed by any city or town in Arizona and that the Department and each city or town shall enter into an intergovernmental contract or agreement pursuant to A.R.S. § 11-952 to provide a uniform method of administration, collection, audit and licensing of transaction privilege and affiliated excise taxes imposed by the State, cities or towns.

WHEREAS, Town has taken appropriate action by ordinance, resolution or otherwise, pursuant to the laws applicable to the governing body of Town, to approve and authorize Town to enter into this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing, the Department and Town enter into this intergovernmental agreement as follows:

1. Definitions

- 1.1 A.R.S.** means the Arizona Revised Statutes.
- 1.2 Adoption of an Ordinance** means final approval by majority vote of the Town council.
- 1.3 Audit** means a review to determine the correct amount of tax owed by a taxpayer and includes, but is not limited to, desk reviews and reviews of claims for refund.
- 1.4 Closing Agreement** means an agreement to compromise or settle a tax liability.
- 1.5 Confidential Information** means all such information as defined in A.R.S. § 42-2001.

- 1.6 **Confidentiality Standards** means the standards set forth in Appendix A or such other written standards mutually agreed to by the Department and Town.
- 1.7 **Federal Tax Information** means federal return or return information the Department receives from the Internal Revenue Service including any information created by the Department derived from that information. Documents obtained from a taxpayer or State records are not considered Federal Tax Information.
- 1.8 **Model City Tax Code** means the document defined in A.R.S. § 42-6051. The official copy of the Model City Tax Code is published at modelcitytaxcode.az.gov.
- 1.9 **Modification** means a change to an assessment required or authorized by statute.
- 1.10 **Municipal Tax(es)** means transaction privilege and affiliated excise taxes, including use tax, severance tax, jet fuel excise and use tax, and rental occupancy tax, imposed by Town in accordance with the Model City Tax Code. Unless the context provides otherwise, this definition includes tax, license fees, penalties, interest and other similar charges.
- 1.11 **State** means the State of Arizona.
- 1.12 **State and Local Uniformity Group** (“SLUG”) means an advisory group comprised of four representatives from municipal taxing jurisdictions and four representatives of the Department as set forth in Section 13 below.
- 1.13 **Taxpayer Information** means information protected from disclosure pursuant to Model City Tax Code § 510.

2. Disclosure of Information by Town to Department

- 2.1 **Qualified Recipients of Information:** The Department shall provide a list of the names and job titles of Department employees authorized to request and receive Taxpayer Information from Town. The Department shall inform Town of any additions, deletions or changes to this list within fifteen calendar days after the change occurs and shall provide an updated list at least annually. This information shall be sent via email to Town at Kathy.bainbridge@clarkdale.az.gov. The Town will not disclose Taxpayer Information to a Department employee whose name is not included on this list. Town may contact the Department with any questions related to qualified recipients by contacting the Cities Unit at CitiesUnit@azdor.gov.
- 2.2 **Use of Information:** Any Taxpayer Information released by Town to the Department may only be used by the Department for tax administration and collection purposes, and may not be disclosed to the public in any manner that does not comply with the Model City Tax Code. All Taxpayer Information shall be stored and destroyed in accordance with the Confidentiality Standards.

2.3 Municipal Ordinance:

- (a) Town shall provide the Department with a copy of its Municipal Tax code or any Town ordinances imposing the taxes to be collected hereunder within ten calendar days of a request for such information from the Department. This information shall be sent via email to the Cities Unit at CitiesUnit@azdor.gov.
- (b) Town shall provide the Department with a copy of any ordinance adopted by Town after execution of this Agreement that imposes or modifies the Municipal Taxes to be collected hereunder, including a new or different tax rate as defined by A.R.S. § 42-6053(E), within ten calendar days of Adoption of an Ordinance. This information shall be sent via email to the Cities Unit at CitiesUnit@azdor.gov. No such ordinance shall take effect on a date other than the first day of the month that is at least sixty calendar days after Town provides notice to the Department unless Town and the Department agree otherwise. The Department shall add the change to the official copy of the Model City Tax Code within ten business days of receipt of notice from Town. Town is responsible for confirming the change has been made. Pursuant to A.R.S. § 42-6053(E)(2), changes in tax rates have no effect unless reflected in the official copy of the Model City Tax Code.
- (c) Within fifteen calendar days following the adoption of an annexation ordinance, one copy of the ordinance and notification of the effective date of such ordinance shall be sent to the Department via email at GIS@azdor.gov. Town shall also include with the notice a list of businesses Town knows to be located in the annexed area. The Department shall not be obligated to begin collection of Municipal Tax any sooner than the first day of the month that is at least sixty calendar days after the date the Department received notice from Town of the annexation.

2.4 Development and Impact Fees: Upon request, Town shall provide to the Department any information regarding development and impact fees to assist the Department with the auditing of taxpayers and billing and collection of taxes.

2.5 Audits: Upon request by the Department, Town shall allow inspections and copies of any Town tax audits.

2.6 Other Information: Town shall also provide other relevant information necessary for tax administration and collection purposes as requested by the Department.

2.7 Statutory Authority: The disclosure of confidential Town tax information is governed by Model City Tax Code Section 510.

3. Disclosure of Information by Department to Town.

- 3.1 Qualified Recipients of Information:** Town shall provide a list of the names and job titles of Town employees and any independent auditors acting on behalf of Town authorized to receive Confidential Information. Town shall inform the Department of any additions, deletions or changes to this list within fifteen calendar days after the change occurs and shall provide an updated list at least annually. This information shall be sent via email to the Cities Unit at CitiesUnit@azdor.gov. The Department will not disclose any Confidential Information to a Town employee or independent auditor whose name is not included on this list. The Department may contact Town with any questions related to qualified recipients by contacting the Finance Director.
- 3.2 Suspension of Information:** The Department will not withhold Confidential Information from Town so long as Town complies with A.R.S. § 42-2001 et seq. and the Confidentiality Standards.
- (a) If the Department has information to suggest Town, or any of its duly authorized representatives, has violated A.R.S. § 42-2001 or the Confidentiality Standards, the Department will send written notice to Town detailing the alleged breach as understood by the Department and requesting a response to the allegation within twenty calendar days of the date of the letter.
 - (b) The Department will review the written response from Town and consider the information contained therein and all relevant circumstances surrounding the alleged violation before making a written determination as to whether a suspension of information is warranted and the length of the suspension.
 - (c) If Town is dissatisfied with the Department's determination it may within ten calendar days, submit a written request to SLUG requesting the group review the determination.
 - (d) If the Department has information to suggest Town has violated the Confidentiality Standards, the Department may inspect Town's records, facilities, and equipment to confirm whether there has been a violation.
- 3.3 Information to be Provided:** Within the restrictions outlined in this Section, the Department shall provide all of the information detailed in Appendix B, which may be modified by the mutual agreement of the parties. The Department shall not provide Federal Tax Information to Town. In addition to the information detailed in Appendix B, Town may obtain upon request:
- (a) Inspections and/or copies of Department tax audits, including all information related to all cities and towns included in the tax audit; and

- (b) Other relevant information necessary for tax administration and collection purposes, including all information necessary to verify Town received all revenues collected by the Department on behalf of Town.

3.4 Storage and Destruction of Confidential Information: All Confidential Information provided by the Department to Town shall be stored, protected, and destroyed in accordance with the Confidentiality Standards.

3.5 Statutory Authority: The Department may disclose Confidential Information to Town pursuant to A.R.S. § 42-2003(H) if the information relates to a taxpayer who is or may be taxable by a county, city or town. Any Confidential Information released to Town:

- (a) May only be used for internal tax administration purposes as defined in A.R.S. § 42-2001(4); and
- (b) May not be disclosed to the public in any manner that does not comply with the Confidentiality Standards.

A.R.S. § 42-2003(H)(2) provides that any release of Confidential Information that violates the Confidentiality Standards will result in the immediate suspension of any rights of Town to receive taxpayer information pursuant to A.R.S. § 42-2003(H).

3.6 Specificity of Data: A.R.S. § 42-6001 provides that taxpayers shall file and pay Municipal Taxes to the Department if the Department has developed the electronic and nonelectronic tools necessary to capture data with sufficient specificity to meet the needs of all taxing jurisdictions, including specific data regarding each tax classification and any corresponding deductions at each business location of the taxpayer. Pursuant to A.R.S. § 42-5015, the electronic system utilized by the Department must be able to capture data with sufficient specificity to meet the needs of the taxing jurisdiction. The Department and Town agree that JT2 and TPT2 (as summarized in Appendix C) are required to meet the specificity needs of Town.

(a) Non-Program Town: If Town performed its own Municipal Tax administration, collection, and licensing prior to July 1, 2015, then if the Department is unable to commit by September 1, 2015 that the data detail behind the JT2 and TPT2 will be provided to Town beginning and from January 1, 2016, the following shall take place:

- (1) The term of the agreement entered into by the Department and Town pertaining to Town performing municipal licensing services on behalf of the Department shall be extended for one (1) year; and
- (2) All provisions in this Agreement pertaining to the administration, collection, and licensing of Municipal Taxes shall not go into effect until such time as the Department is able to meet the requirements of A.R.S. § 42-6001 and A.R.S. § 42-5015, however all language in this Agreement related to audit functions shall remain in full force and effect.

(b) Program Cities/Towns: If the Department performed Municipal Tax administration, collection and licensing for Town prior to July 1, 2015, then if the Department is unable to commit by September 1, 2015 that the data detail behind the JT2 and TPT2 will be provided to Town beginning and from January 1, 2016, the Department will continue to perform those functions. The continued provision of such service, however, shall not be deemed waiver of any legal rights or remedies afforded to Town including, but not limited to, a failure to meet the requirements of A.R.S. § 42-6001 and A.R.S. § 42-5015.

4. Audit.

The Department shall administer the audit functions for Town in accordance with the following provisions.

4.1 Training: All auditors and supervisors shall be trained in accordance with the policies of the Department. Auditors who have not completed the training may only work in connection with a trained auditor and cannot be the only auditor assigned to the audit. The Department shall:

- (a) Provide audit training at least three times per year, or more frequently if there is a demonstrated need, and be responsible for its costs of the training and any associated materials;
- (b) Provide additional training when practical;
- (c) Notify Town of any training sessions at least thirty calendar days before the date of the training session;
- (d) Provide copies of State tax statutes, audit reference materials and audit procedures and manuals;
- (e) Permit Town auditors and supervisors to attend any scheduled training as space permits at designated training location: and
- (f) Provide additional training as needed to inform auditors and supervisors regarding changes in State law or Department policy.

4.2 Conflict of Interest: An auditor or supervisor trained and authorized to conduct an audit may not conduct any of the following prohibited acts:

- (a) Represent a taxpayer in any tax matter against the Department or Town while employed or in an independent contractor relationship with the Department or Town.
- (b) Attempt to use his/her official position to secure any valuable thing or valuable benefit for himself/herself or his/her family members.
- (c) Represent a taxpayer before the Department or Town concerning any matter in which he/she personally participated for a period of one year after he/she

ends employment or the independent contractor relationship with the Department or Town.

- (d) Use information he/she acquires in the course of the official duties as an auditor or supervisor in a manner inconsistent with his/her official duties without prior written approval from the Department.
- (e) For a period of one year after he/she ends employment or an independent contractor relationship with the Department or Town, work in the same firm as a person who represents a taxpayer against the Department or Town unless the firm institutes formal barriers to prevent any sharing of information between the trained auditor or supervisor and the remainder of the firm.

The Department may revoke an individual's authority to audit and prohibit the use of any auditor or supervisor who violates this provision.

4.3 Audits and Refunds:

- (a) Town may conduct an audit of a taxpayer engaged in business only in Town. Before commencing such audit, Town shall notify the Department to ensure the taxpayer is not already scheduled for an audit. The Department will provide Town with a written response within fifteen calendar days of the notice from Town.
- (b) **Except** as permitted below, the Department shall conduct all audits of taxpayers having locations in two or more cities or towns. A Town auditor may participate in any audit Town requested the Department to perform.
- (c) Town shall notify the Department if it wants an audit of a taxpayer having locations in two or more Arizona cities or towns and whose primary business activity is in the following business classifications taxable by Town, but not a taxable activity under State law:
 - 1. Residential rentals;
 - 2. Commercial rentals;
 - 3. Speculative Builders; or
 - 4. Advertising.

The Department will authorize such audits, to be overseen by the Department, unless there is already an audit of the taxpayer scheduled, or the Department determines the audit selection is discriminatory, an abuse of process or poses other similar defects. The Department will notify Town of its determination within thirty calendar days. No initial audit contact may occur between Town and a taxpayer until the Department approves the audit notice.

- (d) Town may request the Department conduct an audit of a taxpayer having locations in two or more Arizona cities or towns and whose primary business

is subject to both city and state tax. The request must be made using the Department's audit request form. Copies of the form can be obtained from the Department's TPT Hub Unit at HubUnit@azdor.gov. The Department shall notify Town of the decision regarding the request within thirty calendar days of receipt of the request.

- (e) The Department may deny a request for an audit for the following reasons:
 1. An audit is already scheduled or planned for the taxpayer within six months of the request;
 2. The requested audit would interfere with strategic tax administration planning;
 3. The audit selection is discriminatory, an abuse of process or poses other similar defects;
 4. The request lacks sufficient information for the Department to determine whether it is appropriate;
 5. The Taxpayer was audited within the previous two years;
 6. The Department lacks sufficient resources to conduct the audit; or
 7. The scope or subject of the audit does not justify the use of Department resources.
- (f) If the Department denies a request to conduct an audit because it either lacks resources to conduct the audit itself or the scope or subject of the audit does not justify the use of Department resources then Town shall notify the Department if it wants to conduct the audit under the supervision of the Department. No initial audit contact may occur between Town and a taxpayer until the Department appoints someone to supervise the audit.
- (g) Any decision by the Department denying Town's request to conduct any audit may be referred to SLUG in accordance with Section 13 of this Agreement.
- (h) All audits conducted by Town shall be in accordance with standard audit procedures defined in the Department audit manual. All auditors shall be trained in accordance with Section 4.1 above.
- (i) The Department may appoint a manager to supervise any audit conducted by Town.
- (j) All audits shall include all taxing jurisdictions in the State regardless of which jurisdiction's auditors participate in the audit. All desk reviews must include all taxing jurisdictions for which there is information available.
- (k) The Department shall issue all audit assessments on behalf of all taxing jurisdictions in a single notice to the taxpayer.

- (l) The Department shall issue Modifications to audit assessments on behalf of all taxing jurisdictions in a single notice to the taxpayer.

4.4 Claims for Refund:

- (a) When a taxpayer files a request for refund, including refunds requested by filing amended returns, the Department shall process the request and review it for mathematical errors or for the failure of the taxpayer to properly compute the tax based on the taxable income reported on the return or refund request.
- (b) The Department will notify Town of all refund requests that are processed involving Town's Municipal Taxes within thirty calendar days of processing the refund. Town may request an audit of the taxpayer as set forth in Section 4.3 above.
- (c) The Department may assign an auditor to review requests for refunds. The Department will notify Town, within thirty calendar days of initiating a review, of all refunds under review by an auditor pertaining to a taxpayer who engages in business within Town's taxing jurisdiction and may request that Town assign an auditor to assist with such reviews.
- (d) Town is responsible for payment of all amounts to be refunded to taxpayers for Municipal Tax incorrectly paid to Town. The Department may offset a remittance to Town under this Agreement to cover the amounts of allowed refunds. If there are insufficient funds available to pay the refund, Town must pay the Department within sixty days of written demand from the Department.
- (e) The Department shall issue refund approvals/denials on behalf of all taxing jurisdictions in a single notice to the taxpayer. Town may request copies of such determinations.

4.5 Protests: Taxpayer protests of audit assessments and desk review assessments and refund denials shall be directed to the Department. Appeals of audit assessments, desk review assessments and refund denials shall be administered pursuant to Title 42, Chapter 1, Article 6, Arizona Revised Statutes. Upon request, the Department shall notify Town of any appeals within 30 days of receipt of the protest.

4.6 Notice of Resolution: The Department shall notify Town when a protest is resolved, including information concerning the resolution of the protest, within 30 days after the resolution of a protest.

4.7 Status Reports: The Department shall keep SLUG apprised of the status of each protested matter involving the imposition of Municipal Taxes. Town may request to be on a distribution list for monthly status reports by contacting the Department's Cities Unit.

5. Voluntary Disclosure Agreements

The Department may enter into a voluntary disclosure agreement with a taxpayer. A voluntary disclosure agreement may limit the years subject to audit and waive penalties. Town may request to be kept informed of voluntary disclosure agreements involving Town Municipal Tax. If Town makes that request, the Department will notify Town of the Department's intent to enter into an agreement and the Department will provide the taxpayer's identity within thirty calendar days of disclosure. Town may request an audit of a taxpayer subject to a voluntary disclosure agreement pursuant to Section 4.3 above.

6. License Compliance

6.1 License Issuance and Renewal: The Department shall issue new Municipal Tax licenses and renew such licenses for Town Municipal Tax. The Department of Revenue shall provide Town with information about all persons obtaining and renewing tax licenses as set forth in Appendix B.

6.2 License Checks: The Department and Town shall coordinate efforts to conduct tax license compliance checks through canvassing and other compliance methods.

6.3 Confidentiality: Any tax license information Town obtains from the Department is considered Confidential Information and may only be disclosed as authorized by A.R.S. § 42-2003. Any tax license information Town obtains through its own efforts may be disclosed as allowed by applicable Town laws.

6.4 Changes to License Fees: Within fifteen calendar days following the Adoption of an Ordinance (or official acknowledgment of approval of an ordinance by voters in an election of a charter city) issuing or modifying a tax license fee, one copy of the ordinance and notification of the effective date of such ordinance shall be sent to the Department via email at CitiesUnit@azdor.gov. The Department shall not be obligated to begin collection of the new or modified fee any sooner than sixty calendar days after the date the Department received the ordinance from Town. Notice of an ordinance concerning a renewal tax license fee must be received by the Department by July 31 in order to be collected the following calendar year.

7. Closing Agreements

7.1 Approval - The Department shall notify Town before entering into a Closing Agreement related to the tax levied and imposed by Town. The Department shall seek approval from either Town or SLUG before entering into such Closing Agreement. If the Closing Agreement concerns only Town, then the Department will attempt to obtain approval from Town first, and will only seek approval from SLUG if Town is unresponsive or the Department and Town cannot reach an agreement. Approval and notice is not required for Modifications of assessments.

7.2 **Litigation** - During the course of litigation, the Department shall seek a range of settlement authority from Town or SLUG, unless the circumstances prevent such action. The Department may also request a telephonic meeting of SLUG if time and circumstances require immediate action.

8. Responsibility for Representation in Litigation.

8.1 **Administrative Proceedings:** The Department shall be responsible for coordinating the litigation and defending the assessment or refund denial in any administrative appeals before the Office of Administrative Hearings or the Director of the Department regardless of who conducted the audit. The Department shall be reasonably diligent in defending the interests of Town and Town shall assist in such representation as may be requested by the Department.

8.2 **Further Appeals:** The Arizona Attorney General is responsible for defending the assessment or refund denial at the Board of Tax Appeals, the Arizona Tax Court and all higher courts. Town shall assist the Attorney General in such representation and litigation as requested by the Attorney General's Office.

8.3 **Mutual Cooperation:** The Department and Town agree they shall cooperate in the appeal and litigation processes and shall ensure their auditors, supervisors, and other necessary employees are available to assist the Department and the Attorney General for informal interviews, providing documents and computer records, preparing for depositions, attending depositions and trial as witnesses, and assisting in trial/hearing preparation as needed.

8.4 **Administrative Decisions:** The Department shall provide a copy of any and all administrative hearing level decisions, including Director's decisions issued by the Department to all jurisdictions on a distribution list. Town may request to be on the distribution list by contacting the Department's Cities Unit. Administrative decisions are Confidential Information and must be stored and destroyed in accordance with the Confidentiality Standards.

9. Collection of Municipal Taxes

9.1 **Tax Returns:** Taxpayers who are subject to Town Municipal Taxes shall pay such taxes to the Department. Tax payments shall be accompanied by a return prepared by taxpayer on a form prescribed by the Department.

9.2 **Collection:** The Department shall collect any Municipal Tax imposed by Town recorded on the Department's tax accounting system. Amounts the Department collects for delinquent Town Municipal Tax accounts after the termination of this Agreement shall be forwarded to Town.

- 9.3 Remittance:** All amounts collected by the Department for Municipal Taxes under this Agreement shall be remitted to Town weekly on the basis of actual collections. The Department shall initiate the electronic payment by noon on the Monday after the end of the week in which the collections were made. Remittance shall be made in the form of immediately available funds transferred electronically to the bank account designated by Town.
- 9.4 Abatement:** The Department, with the approval of the Attorney General, may abate tax under certain circumstances. During the ordinary course of business, the Department may determine for various reasons that certain accounts shall be closed or cancelled. The Department shall seek input from Town or SLUG before abating tax or closing accounts. The Department may request a telephonic meeting of SLUG if time and circumstances require immediate action.
- 9.5 Funds Owed to Town:** At all times and under all circumstances payments remitted by a taxpayer to the Department for Town Municipal Taxes will be considered property of Town. The Department may not retain or fail to remit such funds to Town for any reason not specifically set forth in this Agreement including, but not limited to, during the course of a dispute between Town and the Department.

10. Financing Collection of Taxes.

The costs incurred by the Department in administering this Agreement shall be financed through the State general fund appropriation to the Department.

11. Inter-Jurisdictional Transfers.

All inter-jurisdictional transfers of Municipal Tax monies by the Department shall be handled in the following manner:

- 11.1 Requests:** Requests for inter-jurisdictional transfers shall be made to the Department. The Department will review the request and will not automatically accept the request.
- 11.2 Notice:** The Department shall notify Town and any other city or town implicated in the requested transfer a minimum of thirty calendar days prior to any inter-jurisdictional transfer of money.
- 11.3 Dispute Resolution:** Any city or town subject to an inter-jurisdictional transfer shall resolve any dispute over the allocation of the tax in accordance with A.R.S. § 42-6003 and the Department shall transfer the funds subject to an inter-jurisdictional transfer in accordance with the agreed upon allocation in a timely manner.

12. Educational Outreach.

Town may conduct, at its own expense, educational outreach to taxpayers who are conducting business activities within Town's taxing jurisdiction concerning the Model City Tax Code and the collection and administration of Municipal Taxes. Educational outreach shall be consistent with applicable law and Department written guidance. Upon request, Town shall provide information to the Department concerning such educational outreach efforts.

13. SLUG.

The Department shall create an advisory group to help resolve issues

13.1 Members: The members shall consist of four seats representing municipal taxing jurisdictions and four seats representing the Department. Member seats may be split so some people fill the position for only certain issues, such as audit selection or collection abatement. There shall also be a list of alternate members, who may be asked by a regular member who is unable to attend a meeting to take that member's place at a SLUG meeting.

13.2 Selection: The Director of the Department shall appoint people to serve as members of SLUG. Municipal taxing jurisdictions shall nominate members from municipal taxing jurisdictions. All members shall serve for a period of one year unless they resign at an earlier date. Members may be appointed to serve consecutive terms. Members appointed to fill vacancies shall serve for the time remaining on the term.

13.3 Meetings: SLUG shall meet on a regular basis and at least monthly unless the members agree to cancel the meetings due to a lack of agenda items. It can schedule additional meetings as necessary to timely discuss issues presented. Alternate members may attend meetings, but cannot participate in any discussion or voting, unless filling the seat of a regular member.

13.4 Issues: Town may refer issues to SLUG involving the following:

- (a) Decisions by the Department to not audit a taxpayer;
- (b) Amendments to Department audit procedures or manuals;
- (c) Closing Agreements or a range of settlement authority;
- (d) Abatement or account closure in collections;
- (e) Suspension of disclosure of information from the Department; and

(f) Other issues as authorized by the Director of the Department or agreed upon by the parties.

13.5 Recommendations: SLUG shall make recommendations to the Director of the Department. If the recommendation is approved by at least five members of SLUG, the Director will accept the recommendation of SLUG. If SLUG cannot reach a recommendation agreeable to at least five members of the group, the Director may act as he deems to be in the best interests of all parties.

13.6 Voting: Voting shall be by secret ballot.

13.7 Procedures: SLUG may develop procedures concerning the operation of the group as long as they are not inconsistent with this Agreement.

14. Funding of Additional Auditors by Town.

14.1 Funding: At the sole discretion of Town, Town may contribute funding to the Department to pay for additional auditors to assist the Department in the performance of audits of Municipal Tax owed to Town. Such additional auditors funded by Town shall at all times be deemed to be employees of the Department and under no circumstances shall be deemed to be employees or agents of Town. It is the parties' intention that Town funding be used to increase the capabilities of the Department to perform Municipal Tax audits and not to subsidize or replace State funding required for audit and collection of taxes.

14.2 Use of Funds: Town funding for additional auditors under this Section shall be used to fund the auditors' salaries and employee related expenses and shall not be used to pay for Department office space, utilities, equipment, supplies, or similar kinds of overhead.

14.3 Pool of Funds: The Department may pool any Town funding with any other similar funding provided by other municipal taxing jurisdictions to pay for additional auditors. The Department shall separately account for such funds in its annual budget.

14.4 Accounting: The Department shall provide an annual accounting to Town, by August 31 each year describing how Town funding was used during the prior fiscal year.

15. Satellite Offices for Department Auditors.

15.1 Funding: Town, at its own expense and at its sole discretion, may provide one or more satellite offices and associated amenities for use by Department employees to provide audit and/or customer service to taxpayers. Use of such facilities by Department employees shall be at the sole discretion of the Department. Nothing

in this section shall require the Department to make use of such facilities provided by Town.

- 15.2 Requirements:** Any Department employee using a Town satellite office must meet reasonable requirements of Town related to the use of the facility. Town shall be responsible for notifying the Department of any concerns, and the Department shall be responsible for taking appropriate actions to resolve those concerns.
- 15.3 Termination:** Once a satellite office is established, Town shall provide at least 180 calendar days written notice to the Department prior to the termination or relocation of a satellite office. The Department may discontinue the use of a satellite office at any time upon notice to Town and shall promptly remove all Department property.
- 15.4 License:** All requirements of Town and the Department related to the satellite office shall be outlined in a mutually acceptable form of license and subject to separate approval.

16. Non-availability of Funds.

Every payment obligation of the Department and the Town pursuant to this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation, except for the rendering of funds to Town paid by a taxpayer for Municipal Taxes or tax license fees of Town. If funds are not appropriated, allocated and available or if the appropriation is changed resulting in funds no longer being available for the continuance of this Agreement, this Agreement may be terminated at the end of the period for which funds are available. No liability shall accrue to the State in the event this provision is exercised, and the State shall not be obligated or liable for any future payments or for any damages as a result of termination under this Section. The termination of this Agreement shall not entitle the Department to retain any Municipal Tax collected on behalf of Town pursuant to this Agreement.

17. Waiver.

Nothing in this Agreement should be interpreted as Town relinquishing its legal rights under the Arizona Constitution or other applicable law, nor that Town is conceding the administration and collection of its Municipal Tax is not of a local interest or should not be under local control.

18. Cancellation

The requirements of A.R.S. § 38-511 apply to this Agreement. The Department or Town may cancel this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating this Agreement on behalf of the Department or Town is, at any time while this Agreement or any extension is in effect, an

employee, agent or consultant of the other party with respect to the subject matter of this Agreement.

19. Notice.

- (a) When any Notice to Town is required under the terms of this Agreement, such Notice shall be mailed to Town at the following address, directed to the attention of:

Finance Director
P.O. Box 308
Clarkdale, AZ 86326

- (b) When any Notice to the Department is required under the terms of this Agreement, such Notice shall be mailed to:

Arizona Department of Revenue
Attn: Director, Division Code 20
1600 W. Monroe
Phoenix, AZ 85007

Notice to the Department's Hub Unit or City Unit may be mailed to:

Arizona Department of Revenue
Division Code 16
1600 W. Monroe
Phoenix, AZ 85007

20. Non-discrimination.

The Department and Town shall comply with Executive Order 2009-9, which mandates all persons, regardless of race, color, religion, sex, age, or national origin, shall have equal access to employment opportunities, and all other applicable State and Federal employment laws, rules, and regulations, including the Americans with Disabilities Act. The Department and Town shall take affirmative action to ensure applicants for employment and employees are not discriminated against due to race, creed, color, religion, sex, national origin or disability.

21. Compliance with Immigration Laws and A.R.S. § 41-4401.

- 21.1 The Department and Town shall comply with all Federal immigration laws and regulations relating to employees and warrants compliance with A.R.S. § 23-214(A) which reads in part: "After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the e-verify program."

21.2 A breach of compliance with immigration laws and regulations shall be deemed a material breach of this Agreement and may be grounds for the immediate termination of this Agreement.

21.3 The Department and Town retain the legal right to inspect the papers of any employee who works on the Agreement to ensure the Department and Town is complying with the applicable Federal immigration laws and regulations and State statutes as set forth above.

22. Audit of Records.

Town and the Department shall retain all data, books, and other records (“Records”) relating to this Agreement for at least six (6) years (a) after termination of this Agreement, and (b) following each annual renewal thereof. All Records shall be subject to inspection by audit by the State at reasonable times. Upon request, the Department and Town shall produce any or all such records. This Agreement is subject to A.R.S. §§ 35-214 and -215.

23. Amendments.

Any amendments to or modifications of this Agreement must be executed in writing in accordance with the provisions of this Agreement.

24. Mutual Cooperation.

In the event of a disagreement between the parties with regard to the terms, provisions and requirements of this Agreement or in the event of the occurrence of any circumstances bearing upon or affecting this Agreement, parties hereby agree to mutually cooperate in order to resolve the said disagreement or deal with the said circumstance.

25. Arbitration.

To the extent required by A.R.S. § 12-1518(B) and as provided for in A.R.S. § 12-133, the parties agree to resolve any dispute arising out of this Agreement by arbitration. The parties agree that any lawsuit filed by Town relating to the issues outlined in Section 17 of this Agreement is not considered to be a dispute arising out of this Agreement.

26. Implementation.

The implementation and execution of the provisions of this Agreement shall be the responsibility of the Director of the Department or his representative and the Mayor his/her designee, or

another party with designated authority pursuant to applicable law or Town charter on behalf of Town.

27. Limitations.

Nothing in this Agreement shall be construed as limiting or expanding the statutory responsibilities of the parties in performing functions beyond those granted to them by law, or as requiring the parties to expend any sum in excess of their appropriations.

28. Duration.

- 28.1 The term of this Agreement shall be from July 1, 2015 through June 30, 2016. This Agreement shall automatically be renewed for successive one year terms thereafter unless either party shall terminate this Agreement by notice, in writing, no later than sixty calendar days prior to the expiration of the term then in effect.
- 28.2 If State legislation enacted subsequent to the date of this Agreement substantially affects the performance of this Agreement by either party or substantially diminishes the benefits either party would receive under this Agreement, either party may then terminate this Agreement by giving at least thirty calendar days' notice to the other party. The termination will become effective immediately upon the expiration of the notice period unless otherwise agreed to by the parties.
- 28.3 Notwithstanding any provision to the contrary herein, both parties may by mutual agreement provide for the termination of this contract upon such terms and at such time as is mutually agreeable to them.
- 28.4 Any notice of termination shall be mailed and served on the other party in accordance with Section 19 of this Agreement.
- 28.5 During the term of this Agreement, the terms and conditions of this Agreement will undergo an annual review to be completed no later than March 1st of each year. The review will be performed by a committee made up of equal parts representatives of the Department and representatives of the municipal taxing jurisdictions entering into an IGA with the Department for the administration and collection of Municipal Taxes.

29. Choice of Law.

The laws and regulations of the State of Arizona shall govern the rights of the parties, the performance of this Agreement, and any disputes arising from this Agreement.

30. Entire Agreement.

This document, including other documents referred herein, and any approved subcontracts, amendments and modifications made thereto, shall constitute the entire Agreement between the parties and shall supersede all other understandings, oral or written.

31. Signature Authority.

- 31.1 By signing below, the signer certifies he or she has the authority to enter into this Agreement on behalf of his or her respective party, and he or she has read the foregoing and agrees to accept the provisions herein on said party's behalf.

31.2 This Intergovernmental Agreement may be executed in counterpart.

Signature	Date	Signature	Date
Typed Name and Title		Typed Name and Title Dour Von Gausig, Mayor	
Entity Name		Entity Name Town of Clarkdale	
Address		Address P.O. Box 308	
City	State	Zip	
		Clarkdale, AZ 86324	
RESERVED FOR THE ATTORNEY GENERAL:		RESERVED FOR TOWN ATTORNEY:	
<p>This agreement between public agencies has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney General who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the Arizona Department of Revenue represented by the Attorney General.</p> <p style="text-align: center;">MARK BRNOVICH The Attorney General</p> <hr/> <p style="text-align: center;">Signature Assistant Attorney General</p> <p>Date: _____</p>		<p>APPROVED AS TO FORM AND AUTHORITY:</p> <p>BY: _____ TOWN ATTORNEY</p> <p>Date: _____</p>	

APPENDIX A

ARIZONA DEPARTMENT OF REVENUE CONFIDENTIALITY REQUIREMENTS

1. Confidential Information

- 1.1 Confidential Information is defined in A.R.S § 42-2001. Confidential Information may not be disclosed except as provided by statute. A.R.S. § 42-2001(B).
- 1.2 License information obtained from the Department of Revenue is Confidential Information and may only be disclosed as authorized by A.R.S. § 42-2003. License information obtained from other sources is not Confidential Information.
- 1.3 Information about a taxpayer's identity obtained from the Department of Revenue is Confidential information and may only be disclosed as authorized by A.R.S. § 42-2003. Identity information obtained from other sources is not Confidential Information.
- 1.4 Confidential Information includes information about a single taxpayer and also aggregated information about a group of identified or identifiable taxpayers. Aggregated information from fewer than three taxpayers in a grouping on a statewide basis or fewer than ten taxpayers in a grouping for an area that is less than state level (city or town) may be Confidential Information. Such information may not be released unless the City/Town Administrator reviews the relevant information concerning the aggregate data and makes a determination in writing that the aggregate data does not reveal information about any specific taxpayer. Such determination should take into consideration the following:
 - a. The proportionality of the tax information applicable to individual members of the group of taxpayers; no individual taxpayer's information should be discernable due to its relative size/taxable sales, compared to other members of the group;
 - b. The total aggregated tax information; the aggregate information cannot allow viewers to draw conclusions about individual taxpayers (e.g., there are 6 car dealers in the city and the total aggregate sales were \$900,000 and none of them reported individual sales above the \$20,000 mark, which would have qualified for the lower tax rate on large purchases)
 - c. Any other factor that could cause the aggregate data to be used to determine information specific to a single taxpayer.

2. Protecting Information

- 2.1 City/Town must identify all places, both physical and logical, where Confidential Information is received, processed and stored and create a plan to adequately secure those areas.

- 2.2 Confidential Information must be protected during transmission, storage, use, and destruction. City/Town must have policies and procedures to document how it protects its information systems, including Confidential Information contained therein. An example of appropriate protection standards is set forth in National Institute of Standards and Technology Special Publication 800-53. The publication may be found at <http://nvlpubs.nist.gov/nistpubs/SpecialPublications/NIST.SP.800-53r4.pdf>
- 2.3 Employees are prohibited from inspecting information unless they have a business reason for the information. Browsing information concerning friends, neighbors, family members, or people in the news is strictly prohibited.
- 2.4 All removable media, including paper and CDs, containing Confidential Information must be secured when not in use and after normal business hours by placing all materials in a locked drawer or cabinet. During use, Confidential Information must be protected so that it is not visible to members of the public or anyone without a business need for the information.
- 2.5 All individuals accessing or storing Confidential Information from an alternative work site must enter into a signed agreement that specifies how the Confidential Information will be protected while at that site. Only trusted employees shall be permitted to access Confidential Information from alternative sites. Confidential Information may not be accessed while in public places such as restaurants, lounges, or pools.
- 2.6 Confidential Information may not be sent outside the local area network by unencrypted email. City/Town is responsible for ensuring in-flight email communications containing Confidential Information are sent through a secure process. This may include encryption of the email message, a secure mailbox controlled by City/Town, an encrypted point-to-point tunnel between the correspondents or use of Transport Layer Security (TLS) between correspondents. The acceptable encryption algorithms are set forth in the standards attached as Exhibit 1, which may be updated to accommodate changed technology.
- 2.7 Confidential Information may not be discussed in elevators, restrooms, the cafeteria, or other public areas. Terminals should be placed in such a manner that prohibits public viewing of Confidential Information.
- 2.8 When transporting confidential materials the materials should be covered so that others cannot see the Confidential Information. When sending Confidential Information by fax a cover sheet should always be used.
- 2.9 Any person with unsupervised access to Confidential Information shall receive training on the confidentiality laws and requirements to protect such information before being given access to such Information and annually thereafter. They must sign certificates after the training acknowledging that they understand their responsibilities. City/Town must keep records to document this training and certification.

3. Disclosure of Information

- 3.1 Confidential Information may only be disclosed as permitted by A.R.S. § 42-2003.
- 3.2 Confidential Information is confidential by statute and, therefore, does not have to be disclosed in response to a public records request. A state agency may deny inspection of public records if the records are confidential by statute. *Berry v. State*, 145 Ariz. 12, 13 699 P.2d 387, 388 (App. 1985).
- 3.3 A taxpayer may designate a person to whom Confidential Information may be disclosed by completing a Department of Revenue Form 285, or such other form that contains the information included in the Form 285. City/Town may contact the Department of Revenue's Disclosure Officer if there are any questions concerning this requirement.

Disposal of Information

- 4.1 All removable media containing Confidential Information must be returned to the Department of Revenue or sanitized before disposal or release from the control of City/Town.
- 4.2 Confidential Information may be destroyed by shredding or burning the materials when no longer needed. Confidential Information may not be disposed of by placing the materials in the garbage or recycle bins. Destruction of Confidential Information may be performed by a third party vendor. City/Town must take appropriate actions to protect the Confidential Information in transit and storage before it is destroyed, such as periodic inspections of the vendor.
- 4.3 Computer system components and devices such as copiers and scanners that have been used to store or process Confidential Information may not be repurposed for non-tax administration uses unless the memory or hard drive of the device is sanitized to ensure under no circumstances Confidential Information can be restored or recovered.

EXHIBIT 1

ENCRYPTION STANDARDS

1.0 Acceptable Encryption Algorithms – The following encryption algorithms are considered acceptable for use in information systems to protect the transmission or storage of Confidential Information and system access.

1.1.1 Acceptable Security Strength – the security strength of an encryption algorithm is a projection of the time frame during which the algorithm and the key length can be expected to provide adequate security. The security strength of encryption algorithms is measured in bits, a measure of the difficulty of discovering the key.

a. The current minimum key strength for Confidential Information is 112 bits.

1.1.2 Symmetric Encryption Algorithms – The following symmetric encryption algorithms are considered acceptable for use.

Algorithm	Reference	Acceptable Key Strengths
Advanced Encryption Standard (AES)	FIPS 197	128, 192 or 256 bits
Triple Data Encryption Algorithm (TDEA) (three key 3DES)	SP 800-67	168 bits

1.1.3 Key Agreement Schemes – The following key agreement schemes are considered acceptable for use

Key Agreement Scheme	Reference	Acceptable Key Strengths	
		Finite Fields	Elliptical Curves
Diffie-Hellman (DH) or MOV	SP 800-56A	P = 2048	N: 224-255 and H=14 N: 256-383 and H=16
	SP 800-135	Q = 224 or 256	N: 384-511 and H=24 N: 512+ and H=32
RSA – based	SP 800-131A	N = 2048	

1.1.4 Hash Functions – The following hash functions are considered acceptable for use

Digital Signature Generation	Digital Signature Verification	Non-digital signature generation applications
SHA-224	SHA-224	SHA-1
SHA-256	SHA-256	SHA-224
SHA-384	SHA-384	SHA-256

SHA-512	SHA-512	SHA-384 SHA-512
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1.1.5 Digital Signature Algorithms – The following digital signature algorithms are considered acceptable for use.

Digital Signature Algorithm	FIPS Publication	Digital Signature Generation Settings	Digital Signature Verification Settings	Relative Strengths
Digital Signature Standard (DSA)	FIPS 186-4	p >= 2048 q = 224	p >= 2048 q = 224	>= 112 bits
RSA Digital Signature	FIPS 186-4	2048	2048	>= 112 bits
ECDSA	FIPS 186-4	224	224	>= 112 bits

1.1.6 Message Signature Algorithms – The following digital signature algorithms are considered acceptable for use.

Hash Algorithms	Hash Generation	Hash Verification
HMAC	>= 112 bits	>= 112 bits
CMAC	AES, 3DES	AES, 3DES
CCM and GCM/GMAC	AES	AES

APPENDIX B

From the effective date of this Agreement until the new functionalities set forth below are implemented, the Department of Revenue will provide the following reports:

City Payment Journal Detail;
City Payment Journal Summary;
New License Report

Within 30 days after the first month's implementation of the JT2, the Department of Revenue will provide a new License Report and License Update Report containing at least the following fields:

NEW LICENSE REPORT AND LICENSE UPDATE REPORT

Fields displayed:

- Region Code
- Run Date
- Report Start Date
- Report End Date
- Update Date
- ID Type
- ID
- Account ID
- Entity Name
- Ownership Type
- License ID
- OTO/Applied For indicator
- Bankruptcy Indicator
- Filing Frequency
- Issue Date
- Account Start Date
- Business Start Date
- Arizona Start Date
- Doc Loc Nbr
- Accounting Method
- Close Date
- Close Code
- Business Description
- NAICS1
- NAICS2
- NAICS3
- NAICS4
- Mailing Street1
- Mailing Street2
- Mailing Street3
- Mailing City

- Mailing State
- Mailing ZIP
- Mailing Country
- Mailing Phone Number
- Mailing Address Add date
- Mailing Address End Date
- Audit Street1
- Audit Street 2
- Audit Street 3
- Audit City
- Audit State
- Audit Zip
- Audit Country
- Audit Phone Number
- Audit Address Add Date
- Audit Address End Date
- Location Code
- Business Codes
- Location Name (DBA)
- Number of Units
- Location Street 1
- Location Street 2
- Location Street 3
- Location City
- Location State
- Location Zip
- Location Country
- Location Phone Number
- Location Start Date
- Location End Date
- Primary Location Street 1
- Primary Location Street 2
- Primary Location Street 3
- Primary Location City
- Primary Location State
- Primary Location Zip Code
- Primary Location Country
- Primary Location Phone Number
- Primary Location Start Date
- Primary Location End Date
- Owner Name
- Owner Title
- Owner Name 2
- Owner Title 2
- Owner Name 3
- Owner Title 3

Within 30 days of the implementation of the TPT2, the Department of Revenue will provide the following reports with at least the fields indicated below:

CITY PAYMENT JOURNAL

- Run Date
- Report Start Date
- Report End Date
- GL Accounting Period
- Period End Date
- Payment received date
- Return received date
- Payment process date
- Return process date
- Filing Frequency
- License ID
- Entity Name
- Location Code
- Location Name (DBA)
- Location Street 1
- Location Street 2
- Location Street 3
- Location City
- Location State
- Location Zip
- Location Country
- NAICS
- Business Code
- Doc Loc Nbr
- Pmt Loc Nbr
- Gross Receipts
- Total Deductions
- Tax or Fee Collected
- P & I Collected
- Audit Collections
- Tran Type
- Tran Subtype
- Rev Type

CITY PAYMENT JOURNAL SUMMARY

- Region Code
- Run Date
- Report Start Date
- Report End Date
- GL Accounting Period
- Business Code
- Number of Accounts

- Collections

Within 30 days after the first month's implementation of the TPT2, the following reports with at least the fields indicated below:

NO MONEY REPORT

- Region Code
- GL Accounting Period
- Period End Date
- Payment received date
- Return received date
- Payment process date
- Return process date
- Filing Frequency
- License ID
- Entity Name
- Location Code
- Location Name (DBA)
- Location Street 1
- Location Street 2
- Location Street 3
- Location City
- Location State
- Location Zip
- Location Country
- NAICS
- Business Code
- Doc Loc Nbr
- Pmt Loc Nbr
- Gross Receipts
- Total Deductions
- Tax or Fee Collected
- P & I Collected
- Audit Collections
- Tran Type
- Tran Subtype

DEDUCTION REPORT

- Region Code
- Run Date
- Report Start Date
- Report End Date
- GL Accounting Period
- Period End Date
- License ID
- Entity Name

- Location Code
- Location Name (DBA)
- Business Code
- Doc Loc Nbr
- Deduction Code
- Deduction Amount
- Tran Type
- Tran Subtype
- Rev Type

Within 30 days after taxes (subject to fund distributions) are collected, the Department of Revenue will provide the following report with at least the fields indicated below:

FUND DISTRIBUTION REPORT

- Region Code
- Run Date
- Report Start Date
- Report End Date
- GL Accounting Period
- Period End Date
- Payment Received Date
- Return Received Date
- Payment Processed Date
- Return Processed Date
- License ID
- Entity Name
- Location Code
- Location Name (DBA)
- Business Code
- Doc Loc Nbr
- Fund Allocation Code
- Amount Distributed

FUND DISTRIBUTION SUMMARY REPORT

- Region Code
- Run Date
- Report Start Date
- Report End Date
- GL Accounting Period
- Fund Allocation Code
- Amount Distributed

ARIZONA JOINT TAX APPLICATION (JT-2)



License & Registration
ARIZONA DEPARTMENT OF REVENUE
 PO BOX 29032
 Phoenix, AZ 85038-9032

IMPORTANT! Incomplete applications WILL NOT BE PROCESSED.

- Please read form instructions while completing the application. Additional information and forms available at www.azdor.gov
- Required information is designated with an asterisk (*).
- Return completed application AND applicable license fee(s) to address shown at left.
- For licensing questions regarding transaction privilege tax, call Taxpayer Information & Assistance: (602) 542-4576

You can file and pay for this application online at www.AZTaxes.gov. It is fast and secure.

SECTION A: Business Information

1* Federal Employer Identification No. or Social Security No. <small><i>if sole proprietor without employees</i></small>		2* License Type – <i>Check all that apply:</i> <input type="checkbox"/> Transaction Privilege Tax (TPT) <input type="checkbox"/> Use Tax <input type="checkbox"/> Withholding/Unemployment Tax <small><i>(if hiring employees)</i></small> <input type="checkbox"/> TPT for Cities ONLY																	
3* Type of Organization/Ownership – <i>Tax exempt organizations must attach a copy of the Internal Revenue Service's letter of determination.</i> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Individual/Sole Proprietorship</td> <td><input type="checkbox"/> Subchapter S Corporation</td> <td><input type="checkbox"/> Government</td> <td><input type="checkbox"/> Joint Venture</td> </tr> <tr> <td><input type="checkbox"/> Corporation</td> <td><input type="checkbox"/> Association</td> <td><input type="checkbox"/> Estate</td> <td><input type="checkbox"/> Receivership</td> </tr> <tr> <td>State of Inc. _____</td> <td><input type="checkbox"/> Partnership</td> <td><input type="checkbox"/> Trust</td> <td></td> </tr> <tr> <td>Date of Inc. <u>MM/DD/YYYY</u></td> <td><input type="checkbox"/> Limited Liability Company</td> <td><input type="checkbox"/> Limited Liability Partnership</td> <td></td> </tr> </table>				<input type="checkbox"/> Individual/Sole Proprietorship	<input type="checkbox"/> Subchapter S Corporation	<input type="checkbox"/> Government	<input type="checkbox"/> Joint Venture	<input type="checkbox"/> Corporation	<input type="checkbox"/> Association	<input type="checkbox"/> Estate	<input type="checkbox"/> Receivership	State of Inc. _____	<input type="checkbox"/> Partnership	<input type="checkbox"/> Trust		Date of Inc. <u>MM/DD/YYYY</u>	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Limited Liability Partnership	
<input type="checkbox"/> Individual/Sole Proprietorship	<input type="checkbox"/> Subchapter S Corporation	<input type="checkbox"/> Government	<input type="checkbox"/> Joint Venture																
<input type="checkbox"/> Corporation	<input type="checkbox"/> Association	<input type="checkbox"/> Estate	<input type="checkbox"/> Receivership																
State of Inc. _____	<input type="checkbox"/> Partnership	<input type="checkbox"/> Trust																	
Date of Inc. <u>MM/DD/YYYY</u>	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Limited Liability Partnership																	
4* Legal Business Name																			
5* Mailing Address – number and street		City	State																
County/Region		ZIP Code																	
Country																			
6* Business Phone No. <small><i>(with area code)</i></small>	7 Email Address	8 Fax Number <small><i>(with area code)</i></small>																	
9* Description of Business: <i>Describe merchandise sold or taxable activity.</i>																			
10* NAICS Codes: Available at www.azdor.gov																			
11* Did you acquire or change the legal form of an existing business? <input type="checkbox"/> No <input type="checkbox"/> Yes → You must complete Section F.		12* Are you a construction contractor? <input type="checkbox"/> No <input type="checkbox"/> Yes <small><i>(see bonding requirements)</i></small>																	
BONDING REQUIREMENTS: Prior to the issuance of a Transaction Privilege Tax license, new or out-of-state contractors are required to post a Taxpayer Bond for Contractors unless the contractor qualifies for an exemption from the bonding requirement. The primary type of contracting being performed determines the amount of bond to be posted. Bonds may also be required from applicants who are delinquent in paying Arizona taxes or have a history of delinquencies. Refer to the publication, Taxpayer Bonds, available online at www.azdor.gov or in Arizona Department of Revenue offices.																			
WITHHOLDING LICENSE ONLY																			
13* Withholding Physical Location Number and street <small><i>(Do not use PO Box, PMB or route numbers)</i></small>		City	State																
County/Region		ZIP Code																	
Country																			

Continued on page 2 →

FOR AGENCY USE ONLY		
	ACCOUNT NUMBER	DLN
<input type="checkbox"/> New	START	TRANSACTION PRIVILEGE TAX
<input type="checkbox"/> Change	S/E DATE	WITHHOLDING / SSN / EIN
<input type="checkbox"/> Revise	COMPLETED DATE	EMPLOYEE'S NAME
<input type="checkbox"/> Reopen	LIABILITY	LIABILITY ESTABLISHED

CASHIER'S STAMP ONLY. DO NOT MARK IN THIS AREA.

Name (as shown on page 1)	FEIN or SSN (as shown on page 1)
---------------------------	----------------------------------

SECTION B: Identification of Owners, Partners, Corporate Officers Members/Managing Members or Officials of this Employing Unit

If you need more space, attach Additional Owner, Partner, Corporate Officer(s) form available at www.azdor.gov. If the owner, partners, corporate officers or combination of partners or corporate officers, members and/or managing members own more than 50% of or control another business in Arizona, attach a list of the businesses, percentages owned and unemployment insurance account numbers or provide a Power of Attorney (Form 285) which must be filled out and signed by an authorized corporate officer.

Owner 1	*Social Security No.	*Title	*Last Name	First Name	Middle Intl.
	*Street Address		*City	*State	* % Owned
	*ZIP Code	*County	*Phone Number (with area code)		*Country
Owner 2	*Social Security No.	*Title	*Last Name	First Name	Middle Intl.
	*Street Address		*City	*State	* % Owned
	*ZIP Code	*County	*Phone Number (with area code)		*Country
Owner 3	*Social Security No.	*Title	*Last Name	First Name	Middle Intl.
	*Street Address		*City	*State	* % Owned
	*ZIP Code	*County	*Phone Number (with area code)		*Country

SECTION C: Transaction Privilege Tax (TPT)

1* Date Business Started in Arizona M, M, D, D, Y, Y, Y, Y	2* Date Sales Began M, M, D, D, Y, Y, Y, Y	3 What is your anticipated annual income for your first twelve months of business?	
4 Filing Frequency <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Seasonal <input type="checkbox"/> Annual If seasonal filer, check the months for which you intend to do business: <input type="checkbox"/> JAN <input type="checkbox"/> FEB <input type="checkbox"/> MAR <input type="checkbox"/> APR <input type="checkbox"/> MAY <input type="checkbox"/> JUN <input type="checkbox"/> JUL <input type="checkbox"/> AUG <input type="checkbox"/> SEP <input type="checkbox"/> OCT <input type="checkbox"/> NOV <input type="checkbox"/> DEC			
5 Does your business sell tobacco products? <input type="checkbox"/> Yes → <input type="checkbox"/> Retailer OR <input type="checkbox"/> Distributor		6 TPT Filing Method <input type="checkbox"/> Cash Receipts <input type="checkbox"/> Accrual	7 Does your business sell new motor vehicle tires or vehicles? <input type="checkbox"/> Yes → You will have to file Motor Vehicle Tire Fee form available at www.azdor.gov
8* Tax Records Physical Location – number and street <i>(Do not use PO Box, PMB or route numbers)</i>		City	State ZIP Code
County		Country	
9* Name of Contact		* Phone Number (with area code)	Extension

SECTION D: Transaction Privilege Tax (TPT) Physical Location

1* Business Name, "Doing Business As" or Trade Name at this Physical Location			
2* Physical Location of Business or Commercial/Residential Rental Number and street <i>(Do not use PO Box, PMB or route numbers)</i>		City	State ZIP Code
County/Region		Country	
Residential Rental Only – Number of Units		Reporting City <i>(if different than the physical location city)</i>	
3* Additional County/Region Indian Reservation: County/Region and Indian Reservation Codes available at www.azdor.gov			
County/Region		City	
Business Codes (Include all codes that apply): See instructions. Complete list available at www.azdor.gov			
State/County		City	

If you need more space, attach Additional Business Locations form available at www.azdor.gov

Name (as shown on page 1)	FEIN or SSN (as shown on page 1)
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SECTION E: Withholding & Unemployment Tax Applicants

<p>1* Regarding THIS application, Date Employees First Hired in Arizona M, M, D, D, Y, Y, Y, Y</p>	<p>2 Are you liable for Federal Unemployment Tax? <input type="checkbox"/> Yes → First year of liability: Y, Y, Y, Y</p>										
<p>3 Are individuals performing services that are excluded from withholding or unemployment tax? <input type="checkbox"/> Yes → Describe services:</p>	<p>4 Do you have an IRS ruling that grants an exclusion from Federal Unemployment Tax? <input type="checkbox"/> Yes → Attach a copy of the Ruling Letter.</p>										
<p>5 Do you have, or have you previously had, an Arizona unemployment tax number? <input type="checkbox"/> No <input type="checkbox"/> Yes → Business Name: _____ Unemployment Tax Number: _____</p>											
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:45%;">6 First calendar quarter Arizona employees were/will be hired and paid (indicate quarter as 1, 2, 3, 4):</th> <th style="width:10%;">Hired Year</th> <th style="width:10%;">Hired Quarter</th> <th style="width:10%;">Paid Year</th> <th style="width:10%;">Paid Quarter</th> </tr> <tr> <td></td> <td>Y, Y, Y, Y</td> <td>Q</td> <td>Y, Y, Y, Y</td> <td>Q</td> </tr> </table>		6 First calendar quarter Arizona employees were/will be hired and paid (indicate quarter as 1, 2, 3, 4):	Hired Year	Hired Quarter	Paid Year	Paid Quarter		Y, Y, Y, Y	Q	Y, Y, Y, Y	Q
6 First calendar quarter Arizona employees were/will be hired and paid (indicate quarter as 1, 2, 3, 4):	Hired Year	Hired Quarter	Paid Year	Paid Quarter							
	Y, Y, Y, Y	Q	Y, Y, Y, Y	Q							
<p>7 When did/will you first pay a total of \$1,500 or more gross wages in a calendar quarter? (indicate quarter as 1, 2, 3, 4) <small>Exceptions: \$20,000 gross cash wages Agricultural: \$1,000 gross cash wages Domestic/Household: not applicable to 501(c)(3) Non-Profit.</small></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:70%;">Year</th> <th style="width:10%;">Quarter</th> </tr> <tr> <td>Y, Y, Y, Y</td> <td>Q</td> </tr> </table>		Year	Quarter	Y, Y, Y, Y	Q						
Year	Quarter										
Y, Y, Y, Y	Q										
<p>8 When did/will you first reach the 20th week of employing 1 or more individuals for some portion of a day in each of 20 different weeks in the same calendar year? (indicate quarter as 1, 2, 3, 4) <small>Exceptions: 10 or more Individuals Agricultural; 4 or more individuals 501(c)(3) Non-Profit; not applicable to Domestic/Household.</small></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:70%;">Year</th> <th style="width:10%;">Quarter</th> </tr> <tr> <td>Y, Y, Y, Y</td> <td>Q</td> </tr> </table>		Year	Quarter	Y, Y, Y, Y	Q						
Year	Quarter										
Y, Y, Y, Y	Q										

SECTION F: Acquired Business Information

If you answered "Yes" to Section A, question 11, you must complete Section F.

<p>1* Did you acquire or change all or part of an existing business? <input type="checkbox"/> All <input type="checkbox"/> Part</p>	<p>2* Date of Acquisition M, M, D, D, Y, Y, Y, Y</p>	<p>3* EIN of Business Under Previous Owner</p>
<p>4* Previous Owner's Telephone Number</p>	<p>5* Name of Business Under Previous Owner</p>	<p>6* Name of Previous Owner</p>
<p>7* Did you change the legal form of all or part of the Arizona operations of your existing business? (e.g., change from sole proprietor to corporation or etc.) <input type="checkbox"/> All <input type="checkbox"/> Part</p>	<p>8* Date of Change M, M, D, D, Y, Y, Y, Y</p>	<p>9* EIN of Previous Legal Form</p>

SECTION G: AZTaxes.gov Security Administrator (authorized users)

By electing to register for www.AZTaxes.gov, you can have online access to account information, file and pay Arizona transaction privilege, use, and withholding taxes. You may also designate authorized users to access these services. Please provide the name of the authorized user for AZTaxes.gov.

Name of Authorized User
Title
Email Address
Phone Number (with area code)

SECTION H: Required Signatures

This application must be signed by either a sole owner, at least two partners, managing member or corporate officer legally responsible for the business, trustee or receiver or representative of an estate that has been listed in Section B.

Under penalty of perjury I (we), the applicant, declare that the information provided on this application is true and correct. I (we) hereby authorize the security administrator, if one is listed in Section G, to access the AZTaxes.gov site for the business identified in Section A. This authority is to remain in full force and effect until the Arizona Department of Revenue has received written termination notification from an authorized officer.

1 Print or Type Name	2 Print or Type Name
Title	Title
Date	Date
Signature	Signature

This application must be completed, signed, and returned as provided by A.R.S. § 23-722.

Equal Opportunity Employer/Program

This application available in alternative formats at Unemployment Insurance Tax Office.

PLEASE COMPLETE SECTION I: STATE/COUNTY & CITY LICENSE FEE WORKSHEET TO CALCULATE AND REMIT TOTAL AMOUNT DUE WITH THIS APPLICATION.

Name (as shown on page 1)	FEIN or SSN (as shown on page 1)
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SECTION I: State/County & City License Fee Worksheet

ALL FEES ARE SUBJECT TO CHANGE. Check for updates at azdor.gov.

To calculate CITY FEE: Multiply No. of Locations by the License Fee and enter sum in License Subtotal.

City/Town	Code	No. of Loc's	License Fee	License Subtotal	City/Town	Code	No. of Loc's	License Fee	License Subtotal	City/Town	Code	No. of Loc's	License Fee	License Subtotal
Apache Junction	AJ		\$50.00		Goodyear	GY		\$5.00		Sahuarita	SA		\$5.00	
Avondale	AV		\$40.00		Guadalupe	GU		\$2.00		San Luis	SU		\$2.00	
Benson	BS		\$5.00		Hayden	HY		\$5.00		Scottsdale	SC		\$50.00	
Bisbee	BB		\$1.00		Holbrook	HB		\$1.00		Sedona	SE		\$2.00	
Buckeye	BE		\$2.00		Huachuca City	HC		\$2.00		Show Low	SL		\$2.00	
Bullhead City	BH		\$2.00		Jerome	JO		\$2.00		Sierra Vista	SR		\$1.00	
Camp Verde	CE		\$2.00		Kearny	KN		\$2.00		Snowflake	SN		\$2.00	
Carefree	CA		\$10.00		Kingman	KM		\$2.00		Somerton	SO		\$2.00	
Casa Grande	CG		\$2.00		Lake Havasu	LH		\$5.00		South Tucson	ST		\$2.00	
Cave Creek	CK		\$20.00		Litchfield Park	LP		\$2.00		Springerville	SV		\$5.00	
Chandler	CH		\$50.00		Mammoth	MH		\$2.00		St Johns	SJ		\$2.00	
Chino Valley	CV		\$2.00		Marana	MA		\$5.00		Star Valley	SY		\$2.00	
Clarkdale	CD		\$2.00		Marcopa	MP		\$2.00		Superior	SI		\$2.00	
Clifton	CF		\$2.00		Mesa	ME		\$30.00		Surprise	SP		\$10.00	
Colorado City	CC		\$2.00		Miami	MM		\$2.00		Taylor	TL		\$2.00	
Coolidge	CL		\$2.00		Nogales	NO		\$25.00		Tempe	TE		\$50.00	
Cottonwood	CW		\$2.00		Oro Valley	OR		\$12.00		Thatcher	TC		\$2.00	
Dewey/Humboldt	DH		\$2.00		Page	PG		\$2.00		Tolleson	TN		\$2.00	
Douglas	DL		\$5.00		Paradise Valley	PV		\$2.00		Tombstone	TS		\$1.00	
Duncan	DC		\$2.00		Parker	PK		\$2.00		Tucson	TU		\$45.00	
Eagar	EG		\$10.00		Patagonia	PA		\$25.00		Tusayan	TY		\$2.00	
El Mirage	EM		\$15.00		Payson	PS		\$2.00		Wellton	WT		\$2.00	
Eloy	EL		\$10.00		Peoria	PE		\$50.00		Wickenburg	WB		\$2.00	
Flagstaff	FS		\$46.00		Phoenix	PX		\$50.00		Willcox	WC		\$25.00	
Florence	FL		\$2.00		Pima	PM		\$2.00		Williams	WL		\$2.00	
Fountain Hills	FH		\$2.00		Pinetop/Lakeside	PP		\$2.00		Winkelman	WM		\$2.00	
Fredonia	FD		\$10.00		Prescott	PR		\$25.00		Winslow	WS		\$10.00	
Gila Bend	GI		\$2.00		Prescott Valley	PL		\$2.00		Youngtown	YT		\$10.00	
Gilbert	GB		\$2.00		Quartzsite	QZ		\$2.00		Yuma	YM		\$2.00	
Glendale	GE		50.00		Queen Creek	QC		\$2.00						
Globe	GL		\$2.00		Safford	SF		\$2.00						

Subtotal City License Fees (column 1) \$	Subtotal City License Fees (column 2) \$	Subtotal City License Fees (column 3) \$
------------------------------------------	------------------------------------------	------------------------------------------

AA TOTAL City License Fee(s) (column 1 + 2 + 3)..... \$

	No. of Loc's	Fee per Location	TOTAL
BB TOTAL State License Fee(s): Calculate by multiplying number of business locations by \$12.00		\$12.00	\$
Residential Rental License Fees - Multiply the number of units per locations by \$2.00 (\$50.00 Annual Cap per license)	No. of Units	No. of Loc's	City Fee
Residential Rental License-Chandler			\$
Residential Rental License-Phoenix			\$
Residential Rental License-Scottsdale			\$

ONLY CHANDLER, PHOENIX, and SCOTTSDALE need to use this section, and NOT the fee chart above, to calculate license fee(s). The amount for each city CANNOT EXCEED \$50.00

CC TOTAL City Residential Rental License Fees (Add Chandler, Phoenix, & Scottsdale)..... \$

DD TOTAL DUE (Add lines AA + BB + CC)..... \$

- Make check payable to Arizona Department of Revenue.
- Include FEIN or SSN on payment.
- Do not send cash.
- License will not be issued without full payment of fee.

TRANSACTION PRIVILEGE, USE, AND SEVERANCE TAX RETURN - (TPT-2)

Arizona Department of Revenue

PO Box 29010 - Phoenix, AZ 85038-9010

For assistance out of state or in the Phoenix area: (602) 255-2060 or
Statewide, toll free area codes 520 and 928: (800) 843-7196

TPT-2 return is due the 20th day of the month following the month in which the transactions were conducted

TAXPAYER IDENTIFICATION NUMBER <input type="checkbox"/> SSN <input type="checkbox"/> EIN	
LICENSE NUMBER	
PERIOD BEGINNING	PERIOD ENDING
REVENUE USE ONLY. DO NOT MARK IN THIS AREA	
POSTMARK DATE	RECEIVED DATE

TAXPAYER INFORMATION

AMENDED RETURN FINAL RETURN CHECK HERE AND SIGN BELOW IF YOU HAVE NO GROSS RECEIPTS TO REPORT (Cancel License)

BUSINESS NAME	
C/O	
MAILING ADDRESS	
CITY	STATE ZIP CODE
<input type="checkbox"/> ADDRESS CHANGED (MAILING ADDRESS ONLY)	BUSINESS PHONE NUMBER

- AA NET AZ/COUNTY TAX (PAGE 2, LINE MM, COLUMN (M))
- BB NET CITY TAX (PAGE 3, LINE RR, COLUMN (M))
- CC NET TAX DUE ON THIS RETURN (LINE AA + LINE BB = LINE CC)
- DD TPT ESTIMATED PAYMENTS TO BE USED ON THIS RETURN (JUNE RETURN ONLY, DUE IN JULY)
- EE TAX DUE NET OF TPT ESTIMATED PAYMENTS (LINE CC - LINE DD = LINE EE)
- FF TOTAL AMOUNT REMITTED WITH THIS RETURN

	\$

NOTE: A TRANSACTION DETAIL PAGE IS REQUIRED OR THE RETURN WILL NOT PROCESS CORRECTLY AND PENALTIES MAY APPLY.

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

The taxpayer designates the individual listed below as the person to contact to schedule an audit of this return and authorize the disclosure of confidential information to this individual.

TAXPAYER PRINTED NAME

TAXPAYER SIGNATURE

DATE

PAID PREPARER'S SIGNATURE (OTHER THAN TAXPAYER)

TAXPAYER PHONE NO.

TITLE

PAID PREPARER'S TIN

PAID PREPARER'S PHONE NO.

PLEASE MAKE CHECK PAYABLE TO ARIZONA DEPARTMENT OF REVENUE

TRANSACTION PRIVILEGE, USE, AND SEVERANCE TAX RETURN - (TPT-2)

LICENSE NUMBER: _____

PAGE 2 OF _____

STATE (AZ) / COUNTY TRANSACTION DETAIL (See Table 1 on the Tax Rate Table, www.azdor.gov)

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)
	REG. CODE	NAME OF REGION	BUS. CODE	DESC. OF BUS. ACTIVITY	GROSS RECEIPTS	DEDUCTIONS FROM SCHEDULE A	(F) - (G) = (H) NET TAXABLE	AZ / COUNTY TAX RATE	(H) X (I) = (J) TOTAL TAX	ACCTNG CREDIT RATE	(H) X (K) = (L) ACCOUNTING CREDIT	(J) - (L) = (M) AZ/COUNTY TAX DUE
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
GG SUBTOTAL												
HH TOTALS FROM ADDITIONAL AZ/COUNTY PAGE(S)												
II TOTAL (LINE GG + LINE HH = LINE II)												
JJ EXCESS TAX COLLECTED												
KK EXCESS TAX ACCOUNTING CREDIT (SEE INSTRUCTIONS)												
LL NET AZ/COUNTY EXCESS TAX COLLECTED (LINE J-J, COLUMN (M) - LINE K-K, COLUMN (M))												
MM NET AZ/COUNTY TAX (LINE II, COLUMN (M) + LINE LL, COLUMN (M))												

TRANSACTION PRIVILEGE, USE, AND SEVERANCE TAX RETURN - (TPT-2)

CITY TRANSACTION DETAIL (See Table 2 on the Tax Rate Table, www.azdor.gov)

LICENSE NUMBER: _____

PAGE 3 OF _____

(A) LOC. CODE	(B) CITY CODE	(C) NAME OF CITY	(D) BUS. CODE	(E) DESC. OF BUS. ACTIVITY	(F) GROSS RECEIPTS	(G) DEDUCTIONS FROM SCHEDULE A	(H) (F) - (G) = (H) NET TAXABLE	(I) CITY TAX RATE	(J) (H) X (I) = (J) TOTAL TAX	(K)	(L) CITY CREDIT	(M) (J) - (L) = (M) CITY TAX DUE
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
NN CITY SUBTOTAL												
OO CITY SUBTOTALS FROM ADDITIONAL CITY PAGE(S)												
PP CITY TOTAL (LINE NN + LINE OO = LINE PP)												
QQ CITY EXCESS TAX COLLECTED												
RR NET CITY TAX (LINE PP, COLUMN (M) + LINE QQ, COLUMN (M))												

TRANSACTION PRIVILEGE, USE, AND SEVERANCE TAX RETURN - (TPT-2)
ADDITIONAL TRANSACTIONS

LICENSE NUMBER: _____

PAGE 2A OF _____

STATE (AZ) /COUNTY TRANSACTION DETAIL (See Table 1 on the Tax Rate Table, www.azdor.gov)

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)
REG. CODE	NAME OF REGION	BUS. CODE	DESC. OF BUS. ACTIVITY	GROSS RECEIPTS	DEDUCTIONS FROM SCHEDULE A	(F) - (G) = (H) NET TAXABLE	AZ. / COUNTY TAX RATE	(H) X (I) = (J) TOTAL TAX	ACCT'G CREDIT RATE	(H) X (K) = (L) ACCOUNTING CREDIT	(J) - (L) = (M) AZ/COUNTY TAX DUE	
1												
2												
3												
4												
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6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
AZ/COUNTY SUBTOTAL											\$	
ADD SUBTOTALS OF AZ/COUNTY ADDITIONAL TRANSACTIONS TO THE 2ND PAGE OF RETURN											\$	

**TRANSACTION PRIVILEGE, USE, AND SEVERANCE TAX RETURN - (TPT-2)
ADDITIONAL TRANSACTIONS**

LICENSE NUMBER: _____

PAGE 3A OF _____

CITY TRANSACTION DETAIL (See Table 2 on the Tax Rate Table, www.azdor.gov)

(A) LOC. CITY CODE CODE	(B) CITY CODE	(C) NAME OF CITY	(D) BUS. CODE	(E) DESC. OF BUS. ACTIVITY	(F) GROSS RECEIPTS	(G) DEDUCTIONS FROM SCHEDULE A	(H) (F) - (G) = (H) NET TAXABLE	(I) CITY TAX RATE	(J) (H) X (I) = (J) TOTAL TAX	(K)	(L) CITY CREDIT	(M) (J) - (L) = (M) CITY TAX DUE
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
CITY SUBTOTAL										\$		\$

ADD SUBTOTALS OF CITY ADDITIONAL TRANSACTIONS TO THE 3RD PAGE OF RETURN

TPT-2 - SCHEDULE A DEDUCTIONS - STATE/COUNTY TRANSACTION PRIVILEGE, USE, AND SEVERANCE TAX

LICENSE NUMBER: _____

Page _____ of _____

STATE (AZ) /COUNTY DEDUCTIONS DETAIL

(A)	(B) REGION CODE	(C) BUSINESS CODE	(D) DEDUCTION CODE	(E) DEDUCTION AMOUNT	(F) DESCRIPTION OF DEDUCTION CODE
1				\$	
2				\$	
3				\$	
4				\$	
5				\$	
6				\$	
7				\$	
8				\$	
9				\$	
10				\$	
11				\$	
12				\$	
13				\$	
14				\$	
15				\$	
16				\$	
17				\$	
18				\$	
19				\$	
20				\$	
21				\$	
22				\$	
23				\$	
24				\$	
25				\$	
26				\$	
27				\$	
28				\$	
29				\$	
30				\$	
31				\$	
32				\$	
33				\$	
34				\$	
35				\$	

AA SUBTOTAL OF DEDUCTIONS
 BB DEDUCTION TOTALS FROM ADDITIONAL AZ/COUNTY PAGE(S) ...
 CC TOTAL DEDUCTIONS (LINE AA + LINE BB = LINE CC).....
TOTAL MUST EQUAL TOTAL ON PAGE 2, LINE II, COLUMN G

TPT-2 - SCHEDULE A DEDUCTIONS - CITY TRANSACTION PRIVILEGE, USE, AND SEVERANCE TAX

LICENSE NUMBER: _____

Page _____ of _____

CITY DEDUCTIONS DETAIL

(A) LOCATION CODE	(B) CITY CODE	(C) BUSINESS CODE	(D) DEDUCTION CODE	(E) DEDUCTION AMOUNT	(F) DESCRIPTION OF DEDUCTION CODE
1				\$	
2				\$	
3				\$	
4				\$	
5				\$	
6				\$	
7				\$	
8				\$	
9				\$	
10				\$	
11				\$	
12				\$	
13				\$	
14				\$	
15				\$	
16				\$	
17				\$	
18				\$	
19				\$	
20				\$	
21				\$	
22				\$	
23				\$	
24				\$	
25				\$	
26				\$	
27				\$	
28				\$	
29				\$	
30				\$	
31				\$	
32				\$	
33				\$	
34				\$	
35				\$	
AA SUBTOTAL OF DEDUCTIONS				\$	
BB DEDUCTION TOTALS FROM ADDITIONAL CITY PAGE(S)				\$	
CC TOTAL DEDUCTIONS (LINE AA + LINE BB = LINE CC)				\$	

TOTAL MUST EQUAL TOTAL ON PAGE 3, LINE PP, COLUMN G



Staff Report

Agenda Item: **FISCAL YEAR 2014/2015 BUDGET TRANSFERS**– Discussion and consideration regarding authorization for fund transfers within the Fiscal Year 2014/2015 budget.

Sponsored By: Kathy Bainbridge, Town Clerk/Finance Director

Meeting Date: June 9, 2015

Background: Each year the Council adopts a balanced budget based on projections of local revenue as well as projections from the State of Arizona revenue (State Shared Revenues and State Sales Tax). Staff uses these projections to budget for expenses expected to be incurred in the following year. During the year, Council may make changes to a budget based on economic factors by authorizing additional transfers when needs are identified.

Exact amounts available for the requested budget balancing transfers will not be available until well after June 30th, when final sales tax collections are distributed by the State of Arizona and yearly closing entries have been completed. The following transfer totals are based on current projections of year end funds available. For audit purposes, these adjustments need to take place before the June 30th end of the Fiscal Year. Actual transfer amounts may differ due to changes in actual revenue received for the remainder of the year and amounts required to balance the General Fund, HURF Fund, Capital Projects Fund, Water Fund, Wastewater Fund, Sanitation Fund, and Cemetery Fund.

Proposed transfers are as follows and are based on total dollars available:

<u>Transfers out of:</u>	<u>Transfers into:</u>	<u>Amount:</u>	<u>Current Budget</u>
<u>Construction Tax Transfer to Capital Projects Fund and General Fund offset amount</u>			
General Fund – Construction Tax	Capital Projects Fund	\$ 35,000.00	\$51,500.00
<u>General Fund Transfer to HURF Fund</u>			
General Fund – Street Funding	Street (HURF) Fund	\$81,500.00	\$87,650.00
<u>Administration Fee Fund transfers to General Fund</u>			
Streets Fund	General Fund	\$35,204.76	\$35,204.76
Wastewater Fund	General Fund	\$34,823.25	\$34,823.25
Water Fund	General Fund	\$55,635.61	\$55,635.61
Sanitation Fund	General Fund	\$25,908.38	\$25,908.38
Grants Fund	General Fund	\$11,282.88	\$ 7,439.63
Cemetery Fund	General Fund	\$ 4,100.00	\$ 4,100.00

<u>Transfers out of:</u>	<u>Transfers into:</u>	<u>Amount:</u>	<u>Current Budget</u>
Sanitation Fund	General Fund for Streets	\$ 40,000.00	\$ 40,000.00
Perpetual Care Fund	Cemetery Fund	\$ 25,000.00	\$ 15,000.00
Water Fund (Equipment Rental)	Streets Fund	\$ 2,000.00	\$ 2,000.00
WW O&M	WW P&E Improve	\$163,000.00	\$171,644.26
Water O&M	Water Capital Improve	\$51,925.00	\$ 51,925.00

Recommendation: Staff recommends that the Council authorize the staff to make the necessary budget balancing fund transfers within the Fiscal Year 2014-2015 budget.



Staff Report

Agenda Item: GENERAL FUND BUDGET ADJUSTMENTS – Discussion and consideration of adjusting the Police Department and Public Works Department 2014-2015 adopted operating budgets for worker’s comp expenditures.

Staff Contact: Kathy Bainbridge, Clerk/Finance Director

Meeting Date: June 9, 2015

Background:

Worker’s Comp has been budgeted as a lump sum in the General Fund budget under the Town Wide Department expenses for General Fund wages. The total Worker’s Comp line item in the Town Wide department was \$43,886.31. With the fluctuating cost of Worker’s Comp over the past few years, the expenditure no longer falls under a “non-material” standing and the Finance Department was requested by the Town auditors to adjust the 2014-2015 budget to reflect the expenditures for Worker’s Comp coverage for the individual departments of Police and Public Works.

General Fund

<u>Account Number</u>	<u>Description</u>	<u>Current Budget</u>	<u>Reallocation</u>	<u>New Budget</u>
01-5-2300-6023	Town Wide Department Worker’s Comp	\$43,886.00	(\$36,060.00)	\$ 7,826.00
01-5-2900-6023	Police Department Worker’s Comp	\$ 0.00	\$30,460.00	\$30,460.00
01-5-3100-6023	Public Works Department Worker’s Comp	\$ 0.00	\$ 5,600.00	\$ 5,600.00
Total		\$43,886.00	\$ 0	\$43,886.00

Recommendation: Approval of 2014-2015 General Fund Budget Adjustments in the amount of \$ 43,886.00.