



Cochise County Board of Supervisors

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PEGGY JUDD
Chairman
District 3

ANN ENGLISH
Vice-Chairman
District 2

THOMAS E. BORER
Supervisor
District 1

EDWARD T. GILLIGAN
County Administrator

SHARON GILMAN
Associate County Administrator

ARLETHE G. RIOS
Clerk of the Board

AGENDA FOR REGULAR BOARD MEETING

Tuesday, August 27, 2019 at 10:00 AM

BOARD OF SUPERVISORS HEARING ROOM
1415 MELODY LANE, BUILDING G, BISBEE, AZ 85603

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

ROLL CALL

Members of the Cochise County Board of Supervisors will attend either in person or by telephone, video or internet conferencing.

The Board may permit public comment during the discussion of any item on this agenda. If you wish to be heard on a specific item, please sign up to be heard using the 'Specific Item' on the speaker form provided, and please list the item about which you wish to be heard. Persons will be permitted three minutes to speak.

Note that some attachments may be updated after the agenda is published. This means that some presentation materials displayed at the Board meeting may differ slightly from the attached version.

CONSENT

Board of Supervisors

1. Approve the Minutes of the regular meeting of the Board of Supervisors of August 13, 2019.
2. Approve a letter of support to Representative Kilpatrick requesting she introduce legislation to designate Chiricahua National Monument as a National Park.
3. Approve attached community enhancement fund expenditures for District 2 and District 3 effective August 27, 2019.

County Treasurer

4. Adopt Resolution 19-18 authorizing Cochise County Treasurer to collect and disburse the property taxes for 2019.

Elections

5. Approve the appointment of 6 Republican Precinct Committeemen, and the resignation of 1 Republican Precinct Committeeman, by recommendation of their Cochise County Party Chairmen to serve through the October 1, 2020 term.

Facilities

6. Approve the agreement between Bisbee Vogue Inc, a nonprofit corporation and Cochise County for use of County premises around the Superior Courthouse and Administration Building for the Bisbee 100 Stair Climb, effective October 18, 2019 through October 20, 2019.

Finance

7. Approve demands and budget amendments for operating transfers.

PUBLIC HEARINGS

Community Development

8. Adopt Zoning Ordinance 19-07 approving Docket R-19-04, amending the Cochise County Zoning Regulations, adding Article 1721 Minor Land Divisions.
9. Adopt Zoning Ordinance 19-08 approving Docket R-19-03, amending the Cochise County Zoning Regulations to delete all references to the Minor Expedited Residential Subdivision Option contained in the Contents and Articles 6, 7, 8, 9, 10 and 15.

ACTION

Health & Social Services

10. Approve the Arizona Department of Health Services IGA contract # ADHS17-133164 A6 for the Public Health Emergency Preparedness Program, between the Arizona Department of Health Services and Cochise Health & Social Services, in the amount of \$237,293, effective July 1, 2019 and ending June 30, 2020.
11. Approve IGA# ADHS18-177676 Amendment 1, Immunization Services, between the Arizona Department of Health Services and Cochise Health & Social Services, with annual funding remaining static at \$128,415.

CALL TO THE PUBLIC

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda.

REPORT BY EDWARD T. GILLIGAN COUNTY ADMINISTRATOR -- RECENT AND PENDING COUNTY MATTERS

SUMMARY OF CURRENT EVENTS

Report by District 1 Supervisor, Thomas E. Borer

Report by District 2 Supervisor, Ann English

Report by District 3 Supervisor, Peggy Judd

Pursuant to the Americans with Disabilities Act (ADA), Cochise County does not, by reason of a disability, exclude from participation in or deny benefits or services, programs or activities or discriminate against any qualified person with a disability. Inquiries regarding compliance with ADA provisions, accessibility or accommodations can be directed to Julie Morales, Cochise County Risk Management & Safety, (520) 432-9830, FAX (520) 432-9758, TDD (520) 432-8360, 1415 Melody Lane, Building C, Bisbee, Arizona 85603.

Cochise County Board of Supervisors

1415 Melody Lane, Building G Bisbee, Arizona 85603
520-432-9200 520-432-5016 fax board@cochise.az.gov

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019

Minutes

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

Recommendation:

of ORIGINALS

Submitted for Signature:

NAME n/a

TITLE n/a

of PRESENTER:

of PRESENTER:

Mandated Function?:

**Source of Mandate
or Basis for Support?:**

Information

Agenda Item Text:

Approve the Minutes of the regular meeting of the Board of Supervisors of August 13, 2019.

Background:

Minutes

Department's Next Steps (if approved):

Signed minutes routed for processing and posted on the internet.

Impact of NOT Approving/Alternatives:

n/a

To BOS Staff: Document Disposition/Follow-Up:

Scan to OnBase and File.

Budget Information

Information about available funds

Budgeted:

Funds Available:

Amount Available:

Unbudgeted:

Funds NOT Available:

Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Minutes

Demands

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
REGULAR MEETING HELD ON
Tuesday, August 13, 2019**

A regular board meeting of the Cochise County Board of Supervisors was held on Tuesday, August 13, 2019 at 10:00 a.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Peggy Judd, Chairman; Ann English, Vice-Chairman; Thomas E. Borer, Supervisor
Staff Edward T. Gilligan, County Administrator; Sharon Gilman, Associate County
Present: Administrator; Christine Roberts, Civil Deputy County Attorney; Arlethe R. Morrison, Clerk
of the Board

Chairman Judd called the meeting to order at 10:00 a.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

CALL TO THE PUBLIC

Chairman Judd opened the call to the public.

Mr. Jack Cook, Bisbee resident, addressed the Board on matters of personal concern.

No one else chose to speak and Chairman Judd closed the call to the public.

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda.

PRESENTATION

Presentation of Proclamation to Mr. Dean Coates, Child Support Operations Supervisor, Department of Economic Security, Division of Child Support Services (DCSS) declaring August 2019 to be Child Support Awareness month.

The Board presented Mr. Coates with the signed proclamation and thanked him for his service to the community.

Presentation to provide recognition to awardees of the Cochise Breastfeeding Task Force annual Breastfeeding Friendly Organization awards.

The Board presented a certificate to each organization and thanked them for their work on this subject.

CONSENT

Board of Supervisors

1. Approve the Minutes of the regular meeting of the Board of Supervisors of July 23, 2019.
2. Approve a Proclamation declaring August 2019 to be Child Support Awareness Month.
3. Approve Letter of Support for the University of Arizona's application for a National Science Foundation grant for Science, Technology, Engineering, and Math (STEM) curriculum development and teacher training in Cochise County.
4. Approve letter of appreciation to Mr. Howard G. Buffett.

County Attorney

5. Approve the Victims' Rights Program (VRP) Award Agreement (AG) 2020-002 between the Arizona Attorney General and the Cochise County Attorney's Office, in the amount of \$22,100, effective July 1, 2019 through June 30, 2020.

County Sheriff

6. Approve grant agreement 2020-043 with the Arizona Attorney General's Office, in the amount of \$10,400 for the continuation of funding assistance for personnel who perform Victim Rights services for the Sheriff's Office, effective July 1, 2019 through June 30, 2020.

Court Administration

7. Approve Fiscal Year 2019-2020 Court Improvement Program (CIP) funding agreement as provided by the Arizona Supreme Court, Administrative Office of the Courts (AOC), in the amount of \$38,561, effective July 1, 2019 through June 30, 2020.

Finance

8. Approve demands and budget amendments for operating transfers.

Health & Social Services

9. Approve Amendment #1 to Provider Contract Title 36 Mental Health Services between Cochise County and UHS of Tucson, LLC dba Palo Verde Behavioral Health, in the amount not to exceed \$25,000 annually, effective through June 30, 2021.

Workforce Development

10. Approve Amendment #1 to Title IB Adult, Youth, and Dislocated Worker contract #DI19-002208 between Cochise County and the Arizona Department of Economic Security (ADES) for the Workforce Innovation and Opportunity Act (WIOA) Service Delivery Area, in the amount of \$4,614,042, effective April 1, 2018 through June 30, 2021.

Chairman Judd noted that on item 9, the specific amount was excluded since there is a fee schedule that can vary depending on the services provided.

Vice-Chairman English moved to approve items 1-10 on the consent agenda with the change noted to item 9. Supervisor Borer seconded the motion and it carried unanimously.

PUBLIC HEARINGS

Board of Supervisors

11. Approve a Location/Owner Transfer Liquor License application for a Series #6 (Bar) license submitted by Ms. Andrea Dahlman Lewkowitz for 9 Acre Travel Complex, located at 2500 W. Business I-10, San Simon, AZ 85632.

Ms. Arlethe Morrison, Clerk of the Board, presented this item. Ms. Morrison said the Sheriff's Office had no recommendation; the Treasurer's Office advised that the property taxes are current; the Development Services Department has recommended approval; and the Health Department is working with the applicant. There have been no formal protests and the \$100.00 processing fee has been paid. Board staff recommended approval.

Chairman Judd opened the public hearing.

No one chose to speak and Chairman Judd closed the public hearing.

Supervisor Borer moved to approve a Location/Owner Transfer Liquor License application for a Series #6 (Bar) license submitted by Ms. Andrea Dahlman Lewkowitz for 9 Acre Travel Complex, located at 2500 W. Business I-10, San Simon, AZ 85632. Vice-Chairman English seconded the motion.

Chairman Judd called for the vote and it was approved 3-0.

12. Approve a Series #10 (Beer & Wine Store) new Liquor License application submitted by Mr. Mitchell Ryan Webster, for Portal Store, located at 2358 S. Rock House Road, Portal, AZ 85632.

Ms. Arlethe Morrison, Clerk of the Board, presented this item. Ms. Morrison said the Sheriff's Office had no recommendation; the Treasurer's Office advised that the property taxes are current; the Development Services Department has recommended approval; and the Health Department is working with the applicant. There have been no formal protests and the \$100.00 processing fee has been paid. Board staff recommended approval.

Chairman Judd opened the public hearing.

No one chose to speak and Chairman Judd closed the public hearing.

Vice-Chairman English moved to approve a Series #10 (Beer & Wine Store) new Liquor License application submitted by Mr. Mitchell Ryan Webster, for Portal Store, located at 2358 S. Rock House Road, Portal, AZ 85632. Supervisor Borer seconded the motion.

Chairman Judd called for the vote and it was approved 3-0.

13. Approve an Acquisition of Control Series #7 (Beer and Wine Bar) Liquor License application submitted by Mr. Mitchell Ryan Webster, for Portal Store, located at 2358 S. Rock House Road, Portal, AZ 85632.

Ms. Arlethe Morrison, Clerk of the Board, presented this item. Ms. Morrison said the Sheriff's Office had no recommendation; the Treasurer's Office advised that the property taxes are current; the Development Services Department has recommended approval; and the Health Department is working with the applicant. There have been no formal protests and the \$100.00 processing fee has been paid. Board staff recommended approval.

Chairman Judd opened the public hearing.

No one chose to speak and Chairman Judd closed the public hearing.

Supervisor Borer moved to approve an Acquisition of Control Series #7 (Beer and Wine Bar) Liquor License application submitted by Mr. Mitchell Ryan Webster, for Portal Store, located at 2358 S. Rock House Road, Portal, AZ 85632. Vice-Chairman English seconded the motion.

Chairman Judd called for the vote and it was approved 3-0.

14. Approve a Series #11 (Hotel/Motel) new Liquor License application submitted by Mr. Mitchell Ryan Webster, for Portal Peak Lodge, located at 2358 S. Rock House Road, Portal, AZ 85632.

Ms. Arlethe Morrison, Clerk of the Board, presented this item. Ms. Morrison said the Sheriff's Office had no recommendation; the Treasurer's Office advised that the property taxes are current; the Development Services Department has recommended approval; and the Health Department is working with the applicant. There have been no formal protests and the \$100.00 processing fee has been paid. Board staff recommended approval.

Chairman Judd opened the public hearing.

No one chose to speak and Chairman Judd closed the public hearing.

Vice-Chairman English moved to approve a Series #11 (Hotel/Motel) new Liquor License application submitted by Mr. Mitchell Ryan Webster, for Portal Peak Lodge, located at 2358 S. Rock House Road, Portal, AZ 85632. Supervisor Borer seconded the motion.

Chairman Judd called for the vote and it was approved 3-0.

ACTION

Board of Supervisors

15. Elect _____ as Chairman of the Board of Supervisors, effective September 1, 2019.

Vice-Chairman English moved to elect Supervisor Thomas E. Borer as Chairman of the Board of Supervisors, effective September 1, 2019. Chairman Judd seconded the motion.

Supervisor Borer said he would be happy to take this role.

Chairman Judd called for the vote and it was approved 3-0.

16. Elect _____ as Vice-Chairman to the Board of Supervisors, effective September 1, 2019.

Supervisor Borer moved to keep Supervisor Ann English as Vice-Chairman to the Board of Supervisors, effective September 1, 2019. Chairman Judd seconded the motion.

Chairman Judd called for the vote and it was approved 3-0.

17. Approve Municipal Effluent Option Agreement providing the County the right to purchase a minimum of 200-acre feet of effluent from the City of Bisbee for \$35,000 for a five year period.

Mr. Ed Gilligan, County Administrator, presented this item. He went over the background and said that this agreement helped begin the process of moving forward with research and design, but all future decisions would be made once things were finalized by the Board and the Council.

Vice-Chairman English noted that the County would not be responsible for the entire \$35,000 investment.

Mr. Gilligan clarified that The Nature Conservancy was still planning to put forth \$10,000 for this effort.

Supervisor Borer moved to approve Municipal Effluent Option Agreement providing the County the right to purchase a minimum of 200-acre feet of effluent from the City of Bisbee for \$35,000 for a five year period. Vice-Chairman English seconded the motion.

Chairman Judd called for the vote and it was approved 3-0.

18. Approve an Intergovernmental Agreement (IGA) with the City of Willcox for the operation of an animal shelter in the amount of \$77,570 for Fiscal Year 2019-2020 with a renewal option of three fiscal years.

Ms. Sharon Gilman, Associate County Administrator, presented this item. Ms. Gilman gave the background and went over the details of the agreement.

Vice-Chairman English moved to approve an Intergovernmental Agreement (IGA) with the City of Willcox for the operation of an animal shelter in the amount of \$77,570 for Fiscal Year 2019-2020 with a renewal option of three fiscal years. Supervisor Borer seconded the motion.

Chairman Judd called for the vote and it was approved 3-0.

Community Development

19. Approve Intergovernmental Agreement (IGA) with the City of Willcox for County planning and zoning, subdivision development, GIS mapping, park design, and other long-range planning services, in the amount of \$75 per hour for assistance conducted by County personnel, effective August 13, 2019.

Mr. Dan Coxworth, Development Services Director, presented this item. Mr. Coxworth gave the background and went over the services that would be provided.

Supervisor Borer moved to approve Intergovernmental Agreement (IGA) with the City of

Willcox for County planning and zoning, subdivision development, GIS mapping, park design, and other long-range planning services, in the amount of \$75 per hour for assistance conducted by County personnel, effective August 13, 2019. Vice-Chairman English seconded the motion.

Chairman Judd called for the vote and it was approved 3-0.

REPORT BY EDWARD T. GILLIGAN COUNTY ADMINISTRATOR -- RECENT AND PENDING COUNTY MATTERS

Mr. Gilligan gave an update on the moves of several county departments and added that he was in final negotiations with a candidate for the Finance Director position.

SUMMARY OF CURRENT EVENTS

Report by District 1 Supervisor, Thomas E. Borer

Supervisor Borer said he attended the Sierra Vista Spotlight Breakfast, Nogales Port of Entry Tour, Sheriff's Townhall regarding the Border, and noted that the Southeastern Arizona Communications (SEACOM) Center was performing well with a total of eight agencies on board.

Report by District 2 Supervisor, Ann English

Vice-Chairman English also commented on the Nogales Port of Entry Tour and stated it was of value to be familiar with another commercial port of entry as discussions continued for a Douglas Commercial Port of Entry. She had also attended a meeting in Agua Prieta, Sonora to discuss planning for a the new port on the Mexican side of the border.

Report by District 3 Supervisor, Peggy Judd

Chairman Judd said she had attended the Arizona Rangers Open House, would be meeting with the Willcox City Manager to discuss current and further partnerships, and invited the other Board members to attend the Cochise County Farm and Livestock Bureau Meeting in Willcox.

Chairman Judd adjourned the meeting at 10:54 a.m.

APPROVED:

Peggy Judd, Chairman

ATTEST:

Arlethe R. Morrison, Clerk of the Board

Demands 8/8/2019
 Date Range 08/02/19-08/08/19
 Warrant Range 35126-35282

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35126	08/05/2019	County Supervisors Association	1600 - Finance	100 General Fund	62,293.00
35127	08/05/2019	Sparkman Enterprises	2100 - Facilities Management	400 County Capital Projects	24,990.73
35128	08/08/2019	Cochise County/Sheakley/National Bank	1600 - Finance	110 Payroll Clearing Fund	12,712.31
35129	08/08/2019	Fire Fighter's Police Officer's Cancer Insurance	1600 - Finance	100 General Fund	4,050.00
35130	08/08/2019	AB STAFFING SOLUTIONS, LLC	5000 - Health Dept	100 General Fund	8,882.50
35131	08/08/2019	AlertSense, Inc.	5000 - Health Dept	100 General Fund	15,675.00
35132	08/08/2019	AlphaGraphics	0700 - Clerk of the Superior Co	100 General Fund	213.77
35133	08/08/2019	Amazon.com LLC	8000 - County Library District	171 County Library	263.79
35134	08/08/2019	Ameripath Tucson, Inc DBA Dermopath Diagno	5000 - Health Dept	100 General Fund	146.13
35135	08/08/2019	Anderson, Steven James	0810 - Court Administration	549 Probate Fees	250.00
35136	08/08/2019	Arizona Department of Corrections	1710 - Heavy Fleet Management	600 Heavy Fleet Management	82.08
35136	08/08/2019	Arizona Department of Corrections	1750 - Fleet Management	109 Fleet Management	90.08
35136	08/08/2019	Arizona Department of Corrections	2100 - Facilities Management	100 General Fund	320.95
35136	08/08/2019	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	800.37
35137	08/08/2019	Arizona Department of Transportation	1750 - Fleet Management	109 Fleet Management	1,396.94
35138	08/08/2019	Arizona Medical Waste, LLC	5000 - Health Dept	100 General Fund	747.20
35139	08/08/2019	Arizona Public Service - APS	2100 - Facilities Management	100 General Fund	870.04
35140	08/08/2019	Arizona State Land Department	4010 - Highway Dept Administr	251 Highway Fund	8,591.00
35141	08/08/2019	Arizona State Prison Complex	4010 - Highway Dept Administr	251 Highway Fund	9,836.68
35142	08/08/2019	Arizona Water Company	7000 - Solid Waste	505 Solid Waste	1,533.96
35143	08/08/2019	Auletta, Susan P	0810 - Court Administration	100 General Fund	53.20
35144	08/08/2019	AZ Chapter Associated General Contractors	4010 - Highway Dept Administr	251 Highway Fund	4,950.00
35145	08/08/2019	AZ Truck Accessories LLC	5000 - Health Dept	100 General Fund	3,090.35
35146	08/08/2019	Azam, Syed T.	5000 - Health Dept	100 General Fund	750.00
35146	08/08/2019	Azam, Syed T.	5000 - Health Dept	234 TB Control	500.00
35147	08/08/2019	B & S Supply Co, Inc	2100 - Facilities Management	100 General Fund	1,409.85
35148	08/08/2019	Baker & Taylor, LLC	8000 - County Library District	171 County Library	1,027.12
35149	08/08/2019	Bank of America	1600 - Finance	100 General Fund	107,736.46
35150	08/08/2019	Barnett's Towing LLC	1750 - Fleet Management	109 Fleet Management	127.50
35151	08/08/2019	Beacon Secure	5000 - Health Dept	100 General Fund	270.00
35152	08/08/2019	Becker, Grace	0910 - Justice Court 1	100 General Fund	90.33
35153	08/08/2019	Bisbee Grand Hotel	0600 - County Attorney	100 General Fund	281.49
35154	08/08/2019	Bisbee Napa	1710 - Heavy Fleet Management	600 Heavy Fleet Management	1,775.03
35154	08/08/2019	Bisbee Napa	1750 - Fleet Management	109 Fleet Management	462.76
35155	08/08/2019	Blackstone Audio, Inc.	8000 - County Library District	171 County Library	47.00
35156	08/08/2019	Borer, Thomas Edward	0100 - Board of Supervisors	100 General Fund	284.78
35157	08/08/2019	Bowie Water Improvement District	2100 - Facilities Management	100 General Fund	100.96
35157	08/08/2019	Bowie Water Improvement District	4010 - Highway Dept Administr	251 Highway Fund	48.04
35158	08/08/2019	Bradley R Johnson MD PLLC	0810 - Court Administration	100 General Fund	500.00
35159	08/08/2019	Pamela Brambert PC	3000 - Sheriff	207 Sheriff Donations Fund	50.00
35160	08/08/2019	Bug-Wiser Exterminating, Inc.	4010 - Highway Dept Administr	251 Highway Fund	105.00
35161	08/08/2019	C & C Manufacturing LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	1,122.64
35162	08/08/2019	CEMEX Construction Materials South, LLC	4010 - Highway Dept Administr	251 Highway Fund	1,228.24
35163	08/08/2019	Center for Disease Detection, LLC	5000 - Health Dept	100 General Fund	425.50
35163	08/08/2019	Center for Disease Detection, LLC	5000 - Health Dept	237 Health S.T.D. Grant	487.00
35164	08/08/2019	CenturyLink Communications	1800 - IT/Communications	100 General Fund	1,860.09
35164	08/08/2019	CenturyLink Communications	8000 - County Library District	171 County Library	1,459.09
35165	08/08/2019	CenturyLink Communications	2100 - Facilities Management	100 General Fund	95.38
35165	08/08/2019	CenturyLink Communications	3000 - Sheriff	100 General Fund	65.11
35165	08/08/2019	CenturyLink Communications	4010 - Highway Dept Administr	251 Highway Fund	64.61
35165	08/08/2019	CenturyLink Communications	5000 - Health Dept	100 General Fund	36.12
35165	08/08/2019	CenturyLink Communications	5000 - Health Dept	243 Immunization Program	36.12
35165	08/08/2019	CenturyLink Communications	7000 - Solid Waste	505 Solid Waste	158.63
35166	08/08/2019	CenturyLink Communications	0910 - Justice Court 1	100 General Fund	259.47
35167	08/08/2019	Cintas Corporation No. 445	4010 - Highway Dept Administr	251 Highway Fund	3,216.41
35167	08/08/2019	Cintas Corporation No. 445	7000 - Solid Waste	505 Solid Waste	235.87
35168	08/08/2019	City of Bisbee	1900 - Development Services	100 General Fund	4,977.00
35168	08/08/2019	City of Bisbee	2100 - Facilities Management	100 General Fund	7,446.51

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35169	08/08/2019	City of Sierra Vista	5000 - Health Dept	243 Immunization Program	226.95
35170	08/08/2019	Clear Springs Utility, Inc.	4010 - Highway Dept Administr	251 Highway Fund	172.83
35171	08/08/2019	Cochise County Farmers Association	4010 - Highway Dept Administr	251 Highway Fund	1,052.74
35172	08/08/2019	Cochise County JP#3 - Petty Cash	0930 - Justice Court 3	100 General Fund	808.61
35173	08/08/2019	Cochise County JP#3 - Petty Cash	0930 - Justice Court 3	100 General Fund	1,945.99
35174	08/08/2019	Cochise Supplies, Inc.	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	521.52
35175	08/08/2019	Cochise Supplies, Inc.	4010 - Highway Dept Administr	251 Highway Fund	27.77
35176	08/08/2019	Concentra Medical Centers	3000 - Sheriff	100 General Fund	411.00
35177	08/08/2019	Copygraphix Inc.	1600 - Finance	100 General Fund	25,750.20
35178	08/08/2019	Copygraphix Inc.	1900 - Development Services	100 General Fund	112.50
35178	08/08/2019	Copygraphix Inc.	5000 - Health Dept	100 General Fund	263.86
35179	08/08/2019	Copygraphix Inc.	1310 - Legal Advocate	100 General Fund	130.89
35180	08/08/2019	Cox, Shane	4010 - Highway Dept Administr	251 Highway Fund	35.00
35181	08/08/2019	CRM of America LLC	7000 - Solid Waste	506 Waste Tire Grant	6,231.69
35182	08/08/2019	Crowell, Patricia	0810 - Court Administration	100 General Fund	11.60
35183	08/08/2019	Culligan of Tucson	0600 - County Attorney	100 General Fund	244.02
35183	08/08/2019	Culligan of Tucson	0700 - Clerk of the Superior Cou	100 General Fund	244.85
35183	08/08/2019	Culligan of Tucson	0810 - Court Administration	100 General Fund	263.61
35183	08/08/2019	Culligan of Tucson	0810 - Court Administration	161 Local Court Assist Fund	45.11
35183	08/08/2019	Culligan of Tucson	1600 - Finance	100 General Fund	83.44
35183	08/08/2019	Culligan of Tucson	4010 - Highway Dept Administr	251 Highway Fund	535.43
35184	08/08/2019	Deneke, Buffy	0600 - County Attorney	100 General Fund	9.50
35184	08/08/2019	Deneke, Buffy	0810 - Court Administration	100 General Fund	583.60
35185	08/08/2019	Direct TV	3000 - Sheriff	208 Sheriff Inmate Welfare	26.99
35186	08/08/2019	Douglas, City of	2100 - Facilities Management	100 General Fund	190.61
35186	08/08/2019	Douglas, City of	4010 - Highway Dept Administr	251 Highway Fund	259.18
35186	08/08/2019	Douglas, City of	7000 - Solid Waste	505 Solid Waste	32.41
35187	08/08/2019	Empire Southwest LLC	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	1,229.20
35188	08/08/2019	English, Ann S.	0100 - Board of Supervisors	100 General Fund	652.57
35189	08/08/2019	Enterprise Rent-a-Car	5000 - Health Dept	243 Immunization Program	3,174.45
35190	08/08/2019	Ergon Asphalt & Emulsions, Inc.	4010 - Highway Dept Administr	251 Highway Fund	19,051.55
35191	08/08/2019	Federal Express Corporation	0600 - County Attorney	100 General Fund	9.89
35192	08/08/2019	Ferguson Enterprises, Inc.	2100 - Facilities Management	100 General Fund	116.81
35193	08/08/2019	Freedom Towing and Hauling	3000 - Sheriff	100 General Fund	196.00
35194	08/08/2019	Fry Fire District	5000 - Health Dept	218 Homeland Security Grants	150.00
35194	08/08/2019	Fry Fire District	5000 - Health Dept	243 Immunization Program	1,039.73
35195	08/08/2019	George Medina - George's Upholstery	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	141.56
35196	08/08/2019	Hodges Glass Co Inc	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	557.92
35197	08/08/2019	Honeman, Van G.	0600 - County Attorney	100 General Fund	14.00
35197	08/08/2019	Honeman, Van G.	0600 - County Attorney	124 Attrny Anti-Racketeering	17.50
35197	08/08/2019	Honeman, Van G.	0810 - Court Administration	100 General Fund	935.20
35197	08/08/2019	Honeman, Van G.	1310 - Legal Advocate	100 General Fund	119.00
35198	08/08/2019	HOV Services Inc/Lason Systems	0700 - Clerk of the Superior Cou	100 General Fund	105.00
35199	08/08/2019	Interstate Battery	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	189.49
35199	08/08/2019	Interstate Battery	1750 - Fleet Management	109 Fleet Management	1,032.14
35200	08/08/2019	Shelly D. Jacobs	5000 - Health Dept	243 Immunization Program	158.34
35201	08/08/2019	Jensen's Sierra Vista Mortuary	5000 - Health Dept	100 General Fund	2,600.00
35202	08/08/2019	KE&G Construction Inc.	4010 - Highway Dept Administr	251 Highway Fund	19,332.48
35203	08/08/2019	Keefe Commissary Network, LLC	3000 - Sheriff	208 Sheriff Inmate Welfare	7,511.76
35204	08/08/2019	Language Line Services, Inc.	0810 - Court Administration	100 General Fund	15.79
35205	08/08/2019	Law Office of Joan M Sacramento	0810 - Court Administration	549 Probate Fees	350.00
35206	08/08/2019	Legend Technical Services of Arizona, Inc.	2100 - Facilities Management	105 Bisbee/Douglas Airport	57.00
35207	08/08/2019	Mack's Auto Parts Inc	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	583.07
35207	08/08/2019	Mack's Auto Parts Inc	1750 - Fleet Management	109 Fleet Management	172.45
35208	08/08/2019	Alecia Matthews (Johnson)	0810 - Court Administration	585 CASA Grant	166.97
35209	08/08/2019	MDIG of Arizona, LLC	5000 - Health Dept	234 TB Control	42.00
35210	08/08/2019	Merle's Automotive Supply	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	158.51
35210	08/08/2019	Merle's Automotive Supply	1750 - Fleet Management	109 Fleet Management	1,050.06
35211	08/08/2019	Mitchell, Victoria	0810 - Court Administration	100 General Fund	378.76
35212	08/08/2019	MME Consulting Services LLC	1300 - Public Defender	104 Aid to Indigent Defense	375.00
35213	08/08/2019	Moreno, Linda	0100 - Board of Supervisors	100 General Fund	153.86
35214	08/08/2019	Net Transcripts, Inc.	0600 - County Attorney	100 General Fund	53.73

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35215	08/08/2019	Norwood Equipment Inc.	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	1,411.61
35216	08/08/2019	Nyander, Penny Sue	0810 - Court Administration	100 General Fund	665.80
35217	08/08/2019	O'Rielly Chevrolet, Inc.	1750 - Fleet Management	109 Fleet Management	88.34
35218	08/08/2019	OCLC Online Computer Library Center, Inc.	8000 - County Library District	171 County Library	377.17
35219	08/08/2019	Orozco, Sara X	1310 - Legal Advocate	100 General Fund	7.00
35220	08/08/2019	Osumi, Bonnie	1900 - Development Services	100 General Fund	50.00
35221	08/08/2019	Petropolis, Angelo, MD PLLC	5000 - Health Dept	100 General Fund	335.72
35222	08/08/2019	Porta-Pot	7000 - Solid Waste	505 Solid Waste	750.75
35223	08/08/2019	PrevenTronics	0810 - Court Administration	100 General Fund	1,350.52
35224	08/08/2019	ProForce Law Enforcement	0810 - Court Administration	100 General Fund	2,399.96
35225	08/08/2019	Prudential Overall Supply	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	871.61
35225	08/08/2019	Prudential Overall Supply	1750 - Fleet Management	109 Fleet Management	480.44
35226	08/08/2019	PTS-Prisoner Transportation Services America	3000 - Sheriff	100 General Fund	1,071.15
35227	08/08/2019	Pueblo Mechanical & Controls, Inc.	2100 - Facilities Management	100 General Fund	714.50
35228	08/08/2019	Purcell Tire & Rubber Company	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	9,223.63
35229	08/08/2019	Relda LLC dba Dermatec	3000 - Sheriff	100 General Fund	961.99
35230	08/08/2019	Richardsons Remembrance Center	5000 - Health Dept	100 General Fund	500.00
35231	08/08/2019	Jeanne E. Robichaud	0100 - Board of Supervisors	100 General Fund	100.00
35232	08/08/2019	Ruiz Tire Shop	1750 - Fleet Management	109 Fleet Management	8.00
35233	08/08/2019	RWC Group	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	19,889.05
35234	08/08/2019	Safelite Autoglass Corp.	1750 - Fleet Management	100 General Fund	1,243.23
35235	08/08/2019	James D. Schleiger	5000 - Health Dept	243 Immunization Program	300.74
35236	08/08/2019	Schlesinger, Aaron	0810 - Court Administration	100 General Fund	2,028.20
35237	08/08/2019	Senergy Petroleum LLC	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	25,517.03
35237	08/08/2019	Senergy Petroleum LLC	1750 - Fleet Management	109 Fleet Management	17,433.74
35238	08/08/2019	Servicemaster Commercial Cleaning Services,	2100 - Facilities Management	216 SEACOM Operations	3,741.26
35239	08/08/2019	Kathryn A Shaffer	5000 - Health Dept	243 Immunization Program	1,179.90
35240	08/08/2019	Sierra Vista NAPA	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	3,099.19
35241	08/08/2019	Simonsen Generator Service, Inc.	1750 - Fleet Management	109 Fleet Management	1,022.53
35242	08/08/2019	Solarwinds Network Management	1800 - IT/Communications	100 General Fund	5,409.00
35243	08/08/2019	SoundOff Signal	1750 - Fleet Management	109 Fleet Management	1,455.30
35244	08/08/2019	Southern Arizona Rad Associates LLC	5000 - Health Dept	234 TB Control	68.00
35245	08/08/2019	Southwest Gas Corporation	2100 - Facilities Management	100 General Fund	243.51
35245	08/08/2019	Southwest Gas Corporation	4010 - Highway Dept Administr	251 Highway Fund	110.79
35246	08/08/2019	Sparkletts	1900 - Development Services	100 General Fund	128.92
35247	08/08/2019	Sparkletts	0910 - Justice Court 1	100 General Fund	59.58
35248	08/08/2019	Stamback Septic Service	7000 - Solid Waste	505 Solid Waste	611.50
35249	08/08/2019	State Farm Insurance	0910 - Justice Court 1	100 General Fund	41.00
35250	08/08/2019	Stericycle Inc.	5000 - Health Dept	100 General Fund	825.11
35251	08/08/2019	Sulphur Springs Valley Electric Cooperative, In	1800 - IT/Communications	100 General Fund	667.96
35251	08/08/2019	Sulphur Springs Valley Electric Cooperative, In	2100 - Facilities Management	100 General Fund	547.81
35251	08/08/2019	Sulphur Springs Valley Electric Cooperative, In	4010 - Highway Dept Administr	251 Highway Fund	470.36
35251	08/08/2019	Sulphur Springs Valley Electric Cooperative, In	7000 - Solid Waste	505 Solid Waste	165.93
35251	08/08/2019	Sulphur Springs Valley Electric Cooperative, In	8000 - County Library District	171 County Library	138.97
35252	08/08/2019	Sune D14 Misc-A Holdings, LLC	2100 - Facilities Management	100 General Fund	9,707.36
35253	08/08/2019	Tadeo Chevron	1750 - Fleet Management	109 Fleet Management	20.00
35254	08/08/2019	Cheryl J. Taylor	5000 - Health Dept	243 Immunization Program	389.55
35255	08/08/2019	Tecta America Corp	2100 - Facilities Management	100 General Fund	1,700.00
35256	08/08/2019	Thomson West	0810 - Court Administration	100 General Fund	393.75
35256	08/08/2019	Thomson West	0810 - Court Administration	315 JP 5 Enhancement Fund	78.75
35257	08/08/2019	Thomson West	0810 - Court Administration	100 General Fund	393.75
35257	08/08/2019	Thomson West	0810 - Court Administration	315 JP 5 Enhancement Fund	78.75
35258	08/08/2019	Those Guys Auto	1750 - Fleet Management	100 General Fund	487.68
35259	08/08/2019	Tim's Electric LLC	2100 - Facilities Management	105 Bisbee/Douglas Airport	432.89
35260	08/08/2019	Titan Machinery Inc.	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	74.39
35261	08/08/2019	Trinity Services Group, Inc.	3000 - Sheriff	100 General Fund	43,822.05
35262	08/08/2019	Truck &Trailer Parts, Inc.	1710 - Heavy Fleet Managemer	600 Heavy Fleet Management	655.49
35263	08/08/2019	Truly Nolen of America, Inc.	2100 - Facilities Management	100 General Fund	920.00
35264	08/08/2019	Valley Telephone Cooperative, Inc.	0960 - Justice Court 6	100 General Fund	67.40
35264	08/08/2019	Valley Telephone Cooperative, Inc.	8000 - County Library District	171 County Library	766.67
35265	08/08/2019	Verizon Wireless	3000 - Sheriff	100 General Fund	5,121.17
35266	08/08/2019	W. R. Ryan Company	1750 - Fleet Management	109 Fleet Management	6,528.24

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35267	08/08/2019	Watson Chevrolet Inc	1750 - Fleet Management	109 Fleet Management	1,062.98
35268	08/08/2019	Waxie Sanitary Supply	1710 - Heavy Fleet Management	600 Heavy Fleet Management	91.63
35268	08/08/2019	Waxie Sanitary Supply	2100 - Facilities Management	100 General Fund	878.75
35268	08/08/2019	Waxie Sanitary Supply	3000 - Sheriff	100 General Fund	1,152.43
35269	08/08/2019	West Press	3000 - Sheriff	100 General Fund	57.55
35270	08/08/2019	Westlawn Chapel & Mortuary	5000 - Health Dept	100 General Fund	1,285.00
35271	08/08/2019	Wheeler, Andrea	0100 - Board of Supervisors	100 General Fund	100.00
35272	08/08/2019	Wick Communications	0810 - Court Administration	315 JP 5 Enhancement Fund	302.38
35273	08/08/2019	Wick Communications	1900 - Development Services	100 General Fund	103.03
35274	08/08/2019	Willcox, City of	1600 - Finance	100 General Fund	53,472.22
35275	08/08/2019	Williamson, Daniel dba Arbo Scientific	5000 - Health Dept	232 Family Planning	15,840.00
35275	08/08/2019	Williamson, Daniel dba Arbo Scientific	5000 - Health Dept	237 Health S.T.D. Grant	5,000.00
35276	08/08/2019	WIST Office Products Co	0600 - County Attorney	100 General Fund	744.57
35276	08/08/2019	WIST Office Products Co	0600 - County Attorney	124 Attnry Anti-Racketeering	220.15
35277	08/08/2019	Wood, Veronica	0100 - Board of Supervisors	100 General Fund	200.00
35278	08/08/2019	Zoll Medical Corporation	3000 - Sheriff	100 General Fund	765.00
35279	08/08/2019	Brown & White Inc	4010 - Highway Dept Administr	251 Highway Fund	16,750.75
35280	08/08/2019	Cochise County Sheriff's Department	3000 - Sheriff	100 General Fund	2,426.40
35280	08/08/2019	Cochise County Sheriff's Department	3000 - Sheriff	203 Jail Enhancement	255.00
35280	08/08/2019	Cochise County Sheriff's Department	3000 - Sheriff	205 Sheriff Law Enforcement (RI	1,193.52
35281	08/08/2019	Cochise Private Industry Council, Inc.	1600 - Finance	192 J.T.P.A.	90,315.00
35282	08/08/2019	Vernon Moore	0930 - Justice Court 3	100 General Fund	58.82
Total					774,373.75

Board of Supervisors

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019

Letter in support of renaming Chiricahua National Monument to be a National Park

Submitted By: Kim Lemons, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Recommendation:

Document Signatures:

of ORIGINALS

Submitted for Signature:

NAME n/a

TITLE n/a

of PRESENTER:

of PRESENTER:

Mandated Function?:

Source of Mandate or Basis for Support?:

Information

Agenda Item Text:

Approve a letter of support to Representative Kilpatrick requesting she introduce legislation to designate Chiricahua National Monument as a National Park.

Background:

A National Park designation would significantly raise the profile of Cochise County, both nationally and internationally, drawing additional visitors to the region. In its recent report, "Economic Impacts of National Monuments Redesignated National Parks", the independent, non-profit research organization Headwater Economics found that eight National Monuments designated as National Parks experienced an average 21 percent increase in visitors in the five years after designation. Additionally, total recreation visits in National Parks grew by 49 percent between 2000 and 2016, compared to a decrease of 3 percent in National Monuments.

Tourism is Arizona's number one industry and plays a significant role in helping to sustain the economies of communities throughout rural Cochise County. The Cochise County Tourism Council works to attract new and repeat visitors to the region, and we believe this designation will make an important contribution to that ongoing goal.

Department's Next Steps (if approved):

Mail letter to the appropriate office.

Impact of NOT Approving/Alternatives:

The County would not join other government entities in this request.

To BOS Staff: Document Disposition/Follow-Up:

See next steps.

Budget Information

Information about available funds

Budgeted:

Funds Available:

Amount Available:

Unbudgeted:

Funds NOT Available:

Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Letter of Support



Cochise County Board of Supervisors

Public Programs...Personal Service
www.cochise.az.gov

PEGGY JUDD
Chairman
District 3

EDWARD T. GILLIGAN
County Administrator

ANN ENGLISH
Vice-Chairman
District 2

SHARON GILMAN
Associate County Administrator

THOMAS E. BORER
Supervisor
District 1

ARLETHE R. MORRISON
Clerk of the Board

August 27, 2019

Representative Ann Kirkpatrick
77 Calle Portal
Suite B160
Sierra Vista, AZ 85635

Dear Representative Kirkpatrick,

The Cochise County Board of Supervisors is writing in support of legislation to designate Chiricahua National Monument as a National Park. We strongly believe such a designation would help to strengthen the local and regional economies through area tourism.

A National Park designation would significantly raise the profile of Cochise County, both nationally and internationally, drawing additional visitors to the region. In its recent report, "Economic Impacts of National Monuments Redesignated National Parks", the independent, non-profit research organization Headwater Economics found that eight National Monuments designated as National Parks experienced an average 21 percent increase in visitors in the five years after designation. Additionally, total recreation visits in National Parks grew by 49 percent between 2000 and 2016, compared to a decrease of 3 percent in National Monuments.

Tourism is Arizona's number one industry and plays a significant role in helping to sustain the economies of communities throughout rural Cochise County. The Cochise County Tourism Council works to attract new and repeat visitors to the region, and we believe this designation will make an important contribution to that ongoing goal.

Thanks to its unique geographical features and outstanding natural beauty, Cochise County believes Chiricahua National Monument has the necessary criteria to receive a National Park designation. We therefore respectfully request you introduce necessary legislation required to move this highly beneficial process forward.

Sincerely,

Peggy Judd
Chairman (District 3)

Ann English
Vice-Chair (District 2)

Tom Borer
Supervisor (District 1)

1415 Melody Lane, Building G
Bisbee, Arizona 85603
520-432-9200
520-432-5016 fax
board@cochise.az.gov

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019

Community Enhancement Fund Expenditures

Submitted By: Arlethe Morrison, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

Recommendation:

of ORIGINALS

Submitted for Signature:

NAME n/a

TITLE n/a

of PRESENTER:

of PRESENTER:

Mandated Function?:

**Source of Mandate
or Basis for Support?:**

Information

Agenda Item Text:

Approve attached community enhancement fund expenditures for District 2 and District 3 effective August 27, 2019.

Background:

Supervisor Ann English has submitted a Clean Up Project for the Golden Acres Community in the amount not to exceed \$600 as part of her annual community enhancement fund.

Supervisor Peggy Judd has submitted a Clean Up Project for the Brighten the Path Benson Community Project in the amount not to exceed \$256 as part of her annual community enhancement fund.

Department's Next Steps (if approved):

Release funds for project.

Impact of NOT Approving/Alternatives:

Projects will not be funded.

To BOS Staff: Document Disposition/Follow-Up:

Notify Mr. Haverty, via email of approved projects.

Budget Information

Information about available funds

Budgeted:

Funds Available:

Amount Available:

Unbudgeted:

Funds NOT Available:

Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments



Cochise County Board of Supervisors

Public Programs...Personal Service
www.cochise.az.gov

Community Enhancement Fund Project Information Form

Project Name: _____

Authorized Project Category:

- Multi-Use Path
- Hazard Abatement/Community Clean-Up
- County Maintained Road Improvements
- Street Lights
- Natural Resources Projects
- Transit Support
- Assistance with Right-of-Way Costs
- Public Works Projects
- Other: _____

Responsible Department: _____ Department Contact: _____

Supervisor's District Fund Line, G/L: _____

Project Total Budget Amount (*includes all labor and materials*): _____

Project Description (*attach additional information/photos/maps as needed*):

Date Approved: _____



Cochise County Board of Supervisors

Public Programs...Personal Service www.cochise.az.gov

Community Enhancement Fund Project Information Form

Project Name: Brighter The Path - Benson, AZ

Authorized Project Category:

- Multi-Use Path
Hazard Abatement/Community Clean-Up
County Maintained Road Improvements
Street Lights
Natural Resources Projects
Transit Support
Assistance with Right-of-Way Costs
Public Works Projects
Other:

Responsible Department: Solid Waste Department Contact: Marty Hawerty

Supervisor's District Fund Line, G/L: Peggy Judd 100-0100-0103-421.000

Project Total Budget Amount (includes all labor and materials): \$256 maximum

Project Description (attach additional information/photos/maps as needed):

Elton Bowman, Volunteer Coordinator for Brighter the Path Benson, desires to have tipping fees covered for a volunteer cleanup project in the City of Benson - It will be held between now & end of september - They will dispose of 2 to 4 tons of waste in Benson transfer station.

Date Approved:

Consent 4.

County Treasurer

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019

Resolution Authorizing Cochise County Treasurer to collect and disburse the property taxes for 2019

Submitted By: Pam Munsey, County Treasurer

Department: County Treasurer

Presentation: No A/V Presentation **Recommendation:** Approve

Document Signatures: BOS Signature Required **# of ORIGINALS Submitted for Signature:** 1

NAME of PRESENTER: Catherine L. Traywick **TITLE of PRESENTER:** Treasurer

Mandated Function?: Federal or State Mandate **Source of Mandate or Basis for Support?:** 42-18003

Docket Number (If applicable):

Information

Agenda Item Text:

Adopt Resolution 19-18 authorizing Cochise County Treasurer to collect and disburse the property taxes for 2019.

Background:

Pursuant to A.R.S. 42-18003 the attached resolution allows for the collection of 2019 property taxes by the County Treasurer.

Department's Next Steps (if approved):

Cochise County Treasurer's office will collect and disburse 2019 property taxes.

Impact of NOT Approving/Alternatives:

Pursuant to A.R.S. 42-18003, which states "On completing the assessment and tax roll, the county board of supervisors shall adopt a resolution for the collection of taxes by the county treasurer as provided by law from the persons who are listed in the roll. The county treasurer is thereafter responsible for collecting the totals of all taxes levied on the roll".

To BOS Staff: Document Disposition/Follow-Up:

Sign resolution and send copy to Treasurer's Office.

Budget Information

Information about available funds

Budgeted: **Funds Available:** **Amount Available:**
Unbudgeted: **Funds NOT Available:** **Amendment:**

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Impact & Funding Sources (if known):

Cochise County Treasurer's office will collect and disburse 2019 property taxes.

Attachments

Resolution Authorizing Cochise Co Treasurer to Collect and Disburse Property Taxes for 2019

RESOLUTION 19-__

**AUTHORIZING THE COCHISE COUNTY TREASURER TO COLLECT AND
DISBURSE THE PROPERTY TAXES FOR 2019**

WHEREAS, the Tax Roll and Cross-index for the 2019 property taxes have been prepared in the manner required by law and have been previously delivered to the Cochise County Treasurer; and

WHEREAS, the Board of Supervisors has established the applicable tax rates and tax levies by formal action taken on August 19, 2019, in the manner required by law; and

WHEREAS, upon the completion of the property assessments and tax roll, the Board of Supervisors is required by A.R.S. § 42-18003 to adopt a resolution for the collection of the taxes by the Treasurer, in the manner required by law; and

WHEREAS, the subject 2019 Tax Roll, a voluminous document previously physically delivered to the Treasurer, is hereby incorporated by reference to this Resolution,

IT IS HEREBY RESOLVED that the Cochise County Treasurer is hereby directed and authorized to collect the property taxes as indicated on the 2019 Tax Roll and to perform all other actions necessary for the proper receipt and disbursement of these funds.

PASSED, APPROVED AND ADOPTED by the Cochise County Board of Supervisors,
____ day of _____, 2019.

Peggy Judd, Chairman, Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Arlethe Morrison, Clerk of the Board

Britt Hanson

Britt Hanson, Chief Civil Deputy County Attorney

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019

Approve Appointment /Resignation of Precinct Committeemen

Submitted By: Martha Rodriquez, Elections

Department: Elections

Presentation: No A/V Presentation **Recommendation:** Approve

Document Signatures: BOS Signature NOT Required **# of ORIGINALS Submitted for Signature:** 0

NAME of PRESENTER: N/A **TITLE of PRESENTER:** N/A

Docket Number (If applicable): N/A

Mandated Function?: Federal or State Mandate **Source of Mandate or Basis for Support?:** A.R.S. §16-821 (B)

Information

Agenda Item Text:

Approve the appointment of 6 Republican Precinct Committeemen, and the resignation of 1 Republican Precinct Committeeman, by recommendation of their Cochise County Party Chairmen to serve through the October 1, 2020 term.

Background:

Per A.R.S. Statute 16-821(B), a County Political Party Chairman may appoint eligible precinct committeemen to serve a two-year term through October 1, after the next Primary election year. The following members have been recommended for appointment by their Cochise County Political Party Chairman. Eligibility has been verified by the Elections Department. The following appointees are eligible voters in Cochise County and there are open seats for Precinct Committeemen in their appropriate precincts.

Republican:

- Elizabeth A. Brenner 550 W Union St. Apt. 15 Benson, AZ 85602 01 BE Benson
- Delane M. Dunagan 279 E. La cuesta Dr. Benson, AZ 85602 03 BE San Pedro
- Aaron J. Butler 4250 E. Foothills Dr. # 2015B Sierra Vista, AZ 85635 30 SV Cloud
- Camille L. Nelson 4638 Monarch Dr. Sierra Vista, AZ 85635 30 SV Cloud
- John B. Sullivan 698 Graham Dr. Unit B Sierra Vista, AZ 85635 39 SV Soldier Creek
- Dean A. Paparella 5437 S. Laguna Ave Sierra Vista, AZ 85650 43 SV Yaqui

Resignation:

- Edward G. Tilton Jr. 2277 Mission Drive Sierra Vista, AZ 85635 41 SV Village

Department's Next Steps (if approved):

Send the County Party Chairmen the approved and verified form(s) for the eligible Precinct Committeemen. Update the website listing and maintain a file with this information.

Impact of NOT Approving/Alternatives:

Vacancies will exist, and we may not be in compliance with A.R.S. §16-821(B)

To BOS Staff: Document Disposition/Follow-Up:

Notify Elections Director of the outcome of this item.

Attachments

REP PC's approval

REP PC Resignation

Precinct Committeeperson Appointment Form



Cochise County Elections Department
1415 Melody Lane, Bisbee AZ. 85603
Phone: 520-432-8970
email: Lmarra@cochise.az.gov

For official date/time stamp only

2019 AUG 28 3:32

Party: Democrat Green Libertarian Republican

Precinct # 3 01 BE BENSON Name: Elizabeth A. Brenner Cochise

Please accept the Appointment Resignation
of the following individual as a Precinct Committeeperson:

Brenner Elizabeth A
Last Name First Name Middle Initial

550 W Union St. Apt 15 Benson AZ 85602
Residence Address

Mailing Address (if different than above)

Benson 85602 520-586-4512 lzbrenr36@outlook.com
City/Town Zip Code Telephone # email Address

Elizabeth A Brenner 5-18-19
Signature of Appointee or Resignee Date

All Precinct Committee appointments must be submitted by the County Chair (ARS 16-821B).
County Chair's signature required below:

R Montgomery 8-1-19
Authorized Signature of Party Chair Date

FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:

VR Verified by: MLR Date: 8/12/19

Years/Term of Office: 2019-2020

of PC Positions Allotted: 6

of Current PC Positions: 2

Date of BOS Meeting: 8/27/19

Approval Recommended: Yes or No

Election Official Date

Precinct Committeeperson Appointment Form



Cochise County Elections Department
1415 Melody Lane, Bisbee AZ. 85603
Phone: 520-432-8970
email: Lmarra@cochise.az.gov

For official date/time stamp only
AUG 12 10 23 AM '19

Party: Democrat Green Libertarian Republican

Precinct # 03 Name: BE San Pedro

Please accept the Appointment Resignation
of the following individual as a Precinct Committeeperson:

Dunagan Delane M
Last Name First Name Middle Initial

279 E La Cuesta Dr.
Residence Address

Mailing Address (if different than above)

Benson 85602 520-456-7089 delanedunagan@
City/Town Zip Code Telephone # email Address
yahoo.com

Delane M Dunagan May 10, 2019
Signature of Appointee or Resignee Date

All Precinct Committee appointments must be submitted by the County Chair (ARS 16-821B).
County Chair's signature required below:

R. Montano 8-29-19
Authorized Signature of Party Chair Date

FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:

VR Verified by: MLR Date: 8/12/19 Years/Term of Office: 2019-2020

of PC Positions Allotted: 7 # of Current PC Positions: 1

Date of BOS Meeting: 8/27/19 Approval Recommended: Yes or No

Election Official _____ Date _____

Precinct Committeeperson Appointment Form



Cochise County Elections Department
1415 Melody Lane, Bisbee AZ. 85603
Phone: 520-432-8970
email: Lmarra@cochise.az.gov

For official date/time stamp only

8-2-19 10:32

Party: Democrat Green Libertarian Republican

Precinct # 36-30 Name: SV CLOUD Aaron James Butler

Please accept the Appointment Resignation
of the following individual as a Precinct Committeeperson:

BUTLER AARON J.
Last Name First Name Middle Initial

4250 E. Foothills Dr. Apt # 2015-13
Residence Address

Mailing Address (if different than above)

Sierra Vista 85635 270-313-5762 rva.aaron@gmail.com
City/Town Zip Code Telephone # email Address

[Signature] 8-2-19
Signature of Appointee or Resignee Date

All Precinct Committee appointments must be submitted by the County Chair (ARS 16-821B).
County Chair's signature required below:

[Signature] 8-9-19
Authorized Signature of Party Chair Date

FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:

VR Verified by: MLR Date: 8/2/19 Years/Term of Office: 2019-2020

of PC Positions Allotted: 4 # of Current PC Positions: 0

Date of BOS Meeting: 8/27/19 Approval Recommended Yes or No

Election Official Date

Precinct Committeeperson Appointment Form



Cochise County Elections Department
1415 Melody Lane, Bisbee AZ. 85603
Phone: 520-432-8970
email: Lmarra@cochise.az.gov

For official date/time stamp only
2019 JUN -9 P 2:32

Party: Democrat Green Libertarian Republican

Precinct # 30 Name: Cloud

Please accept the Appointment Resignation
of the following individual as a Precinct Committeeperson:

Nelson Camille L
Last Name First Name Middle Initial

4638 Monarch Dr
Residence Address

Mailing Address (if different than above)

Sierra Vista, 85635 520 335-1017 AB Nelson458eCox.net
City/Town Zip Code Telephone # email Address

Camille Nelson June 3, 2017
Signature of Appointee or Resignee Date

All Precinct Committee appointments must be submitted by the County Chair (ARS 16-821B).
County Chair's signature required below:

R. Montgomery 8-9-19
Authorized Signature of Party Chair Date

FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:

VR Verified by: MLZ Date: 8/12/19 Years/Term of Office: 2019-2020

of PC Positions Allotted: 4 # of Current PC Positions: 0

Date of BOS Meeting: 8/27/19 Approval Recommended: Yes No

Election Official _____ Date _____

Precinct Committeeperson Appointment Form



Cochise County Elections Department
1415 Melody Lane, Bisbee AZ. 85603
Phone: 520-432-8970
email: Lmarra@cochise.az.gov

For official date/time stamp only
AUG 12 5 12 2019

Party: Democrat Green Libertarian Republican

Precinct # 39.01 Name: John Sullivan

SV SOLDIER CREEK
Please accept the Appointment Resignation
of the following individual as a Precinct Committeeperson:

Sullivan John B.
Last Name First Name Middle Initial

698 Graham Dr. Unit B
Residence Address

Mailing Address (if different than above) 85635

Sierra Vista 858-7794
City/Town Zip Code Telephone # email Address

John B Sullivan 02/22/2019
Signature of Appointee or Resignee Date

All Precinct Committee appointments must be submitted by the County Chair (ARS 16-821B).
County Chair's signature required below:

R. Marra 8-1-19
Authorized Signature of Party Chair Date

FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:

VR Verified by: <u>MR</u>	Date: <u>8/12/19</u>	Years/Term of Office: <u>2019-2020</u>
# of PC Positions Allotted: <u>8</u>	# of Current PC Positions: <u>3</u>	Approval Recommended: <input checked="" type="radio"/> Yes <input type="radio"/> No
Date of BOS Meeting: <u>8/27/19</u>	Election Official _____ Date _____	

Precinct Committeeperson Appointment Form



Cochise County Elections Department
1415 Melody Lane, Bisbee AZ. 85603
Phone: 520-432-8970
email: Lmarra@cochise.az.gov

For official date/time stamp only
2019 - 9 - 12 2:32

Party: Democrat Green Libertarian Republican

Precinct # 43 SV YAQUI
Name: Dean Paparella

Please accept the Appointment Resignation
of the following individual as a Precinct Committeeperson:

PAPARELLA DEAN AE
Last Name First Name Middle Initial

5437 So Laguna Ave
Residence Address

Mailing Address (if different than above)

Sierra Vista 85650 520-664-8402 DEAN.PAPARELLA
City/Town Zip Code Telephone # email Address @comcast.net

[Signature] 02/Aug/19
Signature of Appointee or Resignee Date

All Precinct Committee appointments must be submitted by the County Chair (ARS 16-821B).
County Chair's signature required below:

R. Montgomery 8-9-19
Authorized Signature of Party Chair Date

FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:

VR Verified by: MLR Date: 8/12/19 Years/Term of Office: 2019-2020

of PC Positions Allotted: 10 # of Current PC Positions: 8

Date of BOS Meeting: 8/27/19 Approval Recommended: Yes No

Election Official Date

Precinct Committeeperson Appointment Form



Cochise County Elections Department
1415 Melody Lane, Bisbee AZ. 85603
Phone: 520-432-8970
email: Lmarra@cochise.az.gov

For official date/time stamp only

2019 AUG 14 8:53

Party: Democrat Green Libertarian Republican

Precinct # 41

Name: Village Meadows

Please accept the Appointment Resignation
of the following individual as a Precinct Committeeperson:

TILTON EDWARD G JR
Last Name First Name Middle Initial

2277 Mission Drive
Residence Address

Mailing Address (if different than above)

Schroon Vista Ar. 85635 727-6438 Deanhater2000@yahoo.com
City/Town Zip Code Telephone # email Address

[Signature] 8/5/2019
Signature of Appointee or Resignee Date

All Precinct Committee appointments must be submitted by the County Chair (ARS 16-821B).
County Chair's signature required below:

[Signature] 8-9-19
Authorized Signature of Party Chair Date

FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:

VR Verified by: MLR Date: 8/12/19 Years/Term of Office: _____

of PC Positions Allotted: 9 # of Current PC Positions: _____

Date of BOS Meeting: 8/27/2019 Approval Recommended: Yes or No
Resignation

Election Official Date

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019

Approve Bisbee Vogue (Sponsor) Agreement for Bisbee 1000 Stair Climb

Submitted By: Jackie McElyea, Facilities

Department: Facilities

Presentation: No A/V Presentation **Recommendation:** Approve

Document Signatures: BOS Signature Required **# of ORIGINALS Submitted for Signature:** 2

NAME of PRESENTER: Joe Casey **TITLE of PRESENTER:** Facilities Director

Docket Number (If applicable):

Mandated Function?: Not Mandated **Source of Mandate or Basis for Support?:**

Information

Agenda Item Text:

Approve the agreement between Bisbee Vogue Inc, a nonprofit corporation and Cochise County for use of County premises around the Superior Courthouse and Administration Building for the Bisbee 100 Stair Climb, effective October 18, 2019 through October 20, 2019.

Background:

This is an annual public event for the City of Bisbee.

Department's Next Steps (if approved):

Once signed by Chairman of the Board provide one copy to Joe Casey in Facilities and one copy to Cynthia Conroy, President of Bisbee Vogue, Inc.

Impact of NOT Approving/Alternatives:

If not approved there will be no recognized agreement and insurance in place for this annual event.

To BOS Staff: Document Disposition/Follow-Up:

Sign agreements (2 ea.) (Chairperson) return to Facilities Management.

Attachments

Vogue Inc. Agreement 2019

Updated Agreement

BISBEE VOGUE INC. AGREEMENT 2019

THIS AGREEMENT is by and between the County of Cochise, a political subdivision of the State of Arizona, hereinafter called the "COUNTY", and Bisbee Vogue, Inc., a nonprofit corporation organized under the laws of Arizona, hereinafter called the "SPONSOR".

RECITALS

WHEREAS, the SPONSOR is sponsoring the Bisbee 1000 Stair Climb, hereinafter called the "EVENT", to be held Saturday, October 19, 2019; and

WHEREAS, the EVENT will take place, in part, on the Superior Courthouse steps, plaza and lawn area, and in COUNTY parking lots surrounding the Courthouse and the Administration Building in Bisbee (the "COUNTY PREMISES"), it is understood by all parties that the COUNTY does not own or have a current lease on the parking lot between the Courthouse and the Administration Building and so the COUNTY cannot give permission to use that particular lot; and

WHEREAS, preparation and clean-up for the event, including placement of temporary restroom facilities, may commence on the morning of Friday, October 18, 2019, and conclude on the afternoon of Sunday, October 20, 2019.

NOW, THEREFOR THE PARTIES AGREE AS FOLLOWS:

A. DUTIES OF THE PARTIES

1. It shall be the sole responsibility of the SPONSOR to undertake any inspection or preparation of the COUNTY PREMISES required for the EVENT.

2. The SPONSOR agrees to fully perform, at the SPONSOR's sole expense, all support activities in conjunction with the conduct of the EVENT including, but not limited to, placement and removal of portable restroom facilities at the parking lot

between St. Patrick's Church, the Courthouse, and the old convent building (currently COUNTY Attorney Civil Division Office), clean up of the COUNTY PREMISES after the EVENT, and procurement and placement of traffic control signs and devices in and around COUNTY PREMISES, which are necessary to warn, regulate or guide traffic during the conduct of the EVENT and the removal of such signs and devices following the conclusion of the EVENT.

B. INDEMNITY REQUIREMENTS

To the fullest extent permitted by law, SPONSOR (as "Indemnitor") hereby agrees to immediately defend, indemnify, and hold harmless COUNTY, and its departments, agencies, officers, officials, agents, employees and volunteers (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including, but not limited to, court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of SPONSOR or any of its owners, officers, directors, agents, employees, members, guests, invitees, participants, vendors, contractors, subcontractors, or anyone for whose acts SPONSOR may be liable. This indemnity includes, but is not limited to, any claim or amount arising out of, or recovered under, the Workers' Compensation Law, Environmental Liability, or arising out of the failure of such SPONSOR to conform to any federal, state, or local law, statute, ordinance, rule, regulation, or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by SPONSOR from and against any and all claims. SPONSOR will be responsible for primary loss investigation, defense, and judgment costs where this indemnification is applicable. SPONSOR agrees to waive all rights of subrogation against the COUNTY, its departments, agencies, officers, officials, agents, employees and volunteers for losses related to, arising from, caused by or alleged to have arisen or resulted from the Event.

Any insurance, its limits, amount and type required herein to be maintained by the SPONSOR shall in no way be construed as limiting the scope of this indemnity.

C. INSURANCE REQUIREMENTS

The SPONSOR, at SPONSOR's own expense, shall purchase and maintain the hereinafter stipulated minimum insurance with companies possessing a current AM Best, Inc. rating of A-VII, duly licensed in the State of Arizona.

The COUNTY in no way warrants that the minimum insurance and limits contained herein are adequate or sufficient to protect the SPONSOR, its officers, officials, employees, members, guests, invitees, participants or spectators.

The SPONSOR's insurance or self-insurance shall be primary, and any insurance maintained by the COUNTY shall not contribute to, or be excess of, the SPONSOR's insurance or self-insurance.

Thirty (30) days prior to the Event, the SPONSOR shall provide the COUNTY with Certificate(s) of Insurance evidencing the insurance required by the COUNTY. The certificate shall identify this Event and have Cochise County, and its departments, agencies, officers, officials, agents, employees and volunteers, and 1415 Melody Lane, Building A, Bisbee, Arizona 85603 as "Certificate Holder" and be directly sent to the Civil Division of the County Attorney's Office, P.O. Drawer CA, Bisbee, Arizona 85603. Failure to do so, at the COUNTY's sole discretion, may constitute a material breach of this Agreement and grounds for its immediate termination, cancellation or suspension.

The SPONSOR's insurance or self-insurance shall contain a waiver of rights of recovery or subrogation against the COUNTY, and its departments, agencies, officers, officials, agents, employees and volunteers for any and all claims, damages, losses, liabilities or expenses relating to, arising from, resulting from, or alleged to have arisen or resulted from, the Event.

The SPONSOR's insurance or self-insurance, except workers' compensation, required herein shall name the COUNTY, and its departments, agencies, officers, officials, agents, employees and volunteers as Additional Insureds.

General Liability Insurance: General Liability insurance of \$1,000,000 per occurrence with a \$2,000,000 general aggregate limit, and a \$2,000,000 products-completed operations limit. The General Liability insurance shall include coverage for bodily injury, personal injury, broad form property damage, blanket contractual liability, products/completed operations, and \$1,000,000 liquor legal liability, if alcohol is served or sold at, or during, the Event.

The General Liability Additional Insured Endorsement shall include coverage for bodily injury, personal injury, broad form property damage, contractual liability, premises liability and products/completed operations liability.

Vehicle Liability Insurance: Vehicle Liability insurance with a combined single limit of \$1,000,000 each occurrence with respect to SPONSOR's owned, hired and non-owned vehicles.

Workers' Compensation Insurance: Statutory Worker's Compensation insurance and Employer's Liability insurance of \$1,000,000 each accident, \$1,000,000 each disease and \$1,000,000 disease policy limits.

D. SUPPLEMENTARY CONDITIONS

Objectionable Uses or Persons: Any use of COUNTY property in violation of any law or ordinance of the COUNTY, State of Arizona or United States or, at the COUNTY's sole discretion, that is not in the COUNTY's best interest, may, at the COUNTY's sole discretion, constitute a material breach of this Agreement and be grounds for its immediate termination, cancellation of suspension. Any person whose acts, behavior or conduct is disorderly or disruptive may be refused entrance to, or be ejected from, the COUNTY's property. The SPONSOR shall defend, indemnify and hold harmless the COUNTY, its officials and employees from such refusal or ejection to the fullest extent and scope of the indemnity and insurance requirements in paragraphs B and C of this Agreement.

County Property: This Agreement is for COUNTY property and shall not be construed as an authorization for use of adjacent private or public property, grounds or land or any other area where a separate agreement or permit may be required. SPONSOR shall be responsible for obtaining all necessary agreements, permits or insurance required by any federal, state, municipal or other governmental or private entity.

Damage to County Property: SPONSOR will promptly compensate or reimburse COUNTY the full amount of any damage to, or loss of use of, COUNTY buildings, facilities, grounds, lands, water or property caused by SPONSOR, its officers, officials, employees, members, guests, invitees, or agents. Compensation or reimbursement to the COUNTY shall also include, but not be limited to, restoration, clean-up, abatement, remedial action, legal fees and expenses or fines.

Damage to Sponsor Property: The COUNTY shall not be responsible for loss of, damage to, or loss of use of, tangible or intangible property of SPONSOR, its officers, officials, employees, members, guests, invitees or agents or Event participants or spectators.

Inclement Weather or Emergencies: At the COUNTY's sole discretion, the COUNTY may close any COUNTY property or terminate or cancel any Event due to inclement weather or any other emergency situation.

Loss of Privileges: Loss of privileges authorized by this Agreement by COUNTY closure, termination, cancellation or suspension is not compensable to the SPONSOR.

Transfer: This Agreement, its requirements, terms and conditions are not transferable.

Exclusivity: This Agreement is not exclusive unless otherwise stated in the Agreement. The COUNTY reserves the right to use or allow others to use any part the COUNTY property pertaining to this Agreement. The SPONSOR agrees to allow others of the public free and unrestricted access to, and use of, the COUNTY property at all times for all lawful purposes.

County Rules and Regulations: Upon issuance, this Agreement authorizes the SPONSOR to use or occupy COUNTY property, subject to the terms and conditions outlined within COUNTY rules, regulations, laws, ordinances or the COUNTY approved authorization or use plan for this Agreement. It is the SPONSOR's responsibility to be familiar with and to understand all applicable COUNTY rules, regulations, laws, or ordinances.

Obligations of the Sponsor: The obligations of the SPONSOR under this Agreement are not contingent upon the COUNTY to inspect any SPONSOR equipment, food, beverages, activity or operations.

Liability Waiver: In a form acceptable to the COUNTY, the COUNTY, at its sole discretion, may require executed statements of fitness for activity and/or waivers of liability for or from each SPONSOR officer or member or Event participant, guest or spectator.

Report to County: The SPONSOR shall immediately report to the COUNTY any accident, event, incident or occurrence that results, or may result, in bodily injury, death or property damage.

Records Retention: The parties agree to keep all books, accounts, reports, files, and other records relating to this Agreement for five (5) years after completion of the contract; and, in addition, agree that such books, accounts, reports, files, and other records shall be subject to audit pursuant to A.R.S. § 35-214.

Public Records Law: Notwithstanding any other provision of the Agreement, the

parties understand that the COUNTY is a public entity and, as such, is subject to Arizona's public records law, A.R.S. §§ 39-121, *et. seq.*

Jurisdiction and Venue: This Agreement shall be governed by the laws of the State of Arizona. Jurisdiction and venue for any action under this Agreement shall be in Cochise County, Arizona.

E. RELATIONSHIP OF THE PARTIES

The parties intend and understand that pursuant to this agreement, the COUNTY is an independent supplier of services to the SPONSOR, limited to a temporary license to use the COUNTY PREMISES. No officer, employee or agent of the COUNTY or the COUNTY itself, shall be deemed or considered an employee, partner, joint venturer, agent, associate, or a participant with SPONSOR in any respect regarding SPONSOR's conduct of the EVENT. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other party for any purpose whatsoever. Except as COUNTY enforcement statutes, regulations or procedures which may affect COUNTY rendering of services hereunder may require, the COUNTY shall not in any manner, participate in or share in any profit or proceeds arising from SPONSOR's conduct of the EVENT. SPONSOR will be solely and entirely responsible for the acts of the SPONSOR's event. No officer, employee or agent of one party shall be empowered to bind or obligate the other party unless specifically authorized by mutual written consent of the parties.

F. TERM OF AGREEMENT

1. This agreement shall be in full force and effect from the date of its execution and until 5 p.m. on the day following the completion of the EVENT or until cessation of all of SPONSOR's obligations to the COUNTY under this Agreement, whichever is later, unless otherwise terminated as provided in this Agreement.

2. SPONSOR shall be permitted to begin setting up portable toilets and necessary signage at 7:00 a.m. on Friday, October 18, 2019, and shall have removed all such toilets and signage prior to 4:00 p.m. on Sunday, October 20, 2018.

G. EFFECTIVE DATE OF AGREEMENT

This Agreement shall become effective upon approval by the Cochise County Board of Supervisors and upon the signing of the Agreement by the Chairman of the Board. In the event that the Board of Supervisors fails or refuses to approve this Agreement, it shall be null and void and have no effect whatsoever.

H. TERMINATION OF AGREEMENT

Either party upon thirty (30) days written notice of such intent may terminate this Agreement. Such termination shall not relieve the SPONSOR of liability under this Agreement for the effective term prior to this termination. This Agreement may also be subject to termination pursuant to A.R.S. § 38-511.

I. ASSIGNMENT

Neither party shall assign any rights or duties under this Agreement without the express written consent of the other party. Any assignment in violation of this provision will automatically terminate this Agreement.

J. WAIVER

The failure of either party at any time to require performance by the other party of any provision hereof shall in no way affect the party's subsequent rights and obligations under that provision. Waiver by either party of the breach of any provision hereof shall not be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of such provision itself.

K. ENTIRE AGREEMENT

This document constitutes the entire Agreement between the parties with respect to the subject matter hereof and shall supersede all previous proposals, both oral and written, negotiations, representations, commitments, writings, agreements and all other communications between the parties. It may not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each party.

///

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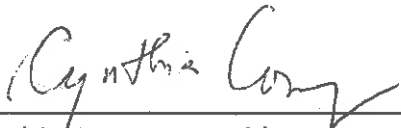
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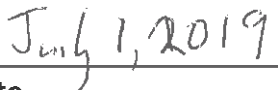
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IN WITNESS WHEREOF, the COUNTY has caused this instrument to be executed by the Chairman of the Board of Supervisors, and attested to by the Clerk of said Board, and SPONSOR has caused this instrument to be executed by its duly authorized representative.

APPROVED:



Cynthia Conroy, President
Bisbee Vogue, Inc.



Date

APPROVED:

Peggy Judd, Chairperson
Cochise County Board of Supervisors

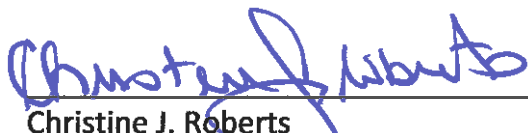
Date

ATTEST:

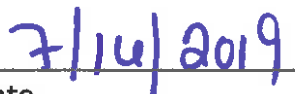
Arlethe G. Rios
Clerk of the Board

Date

APPROVED AS TO FORM:



Christine J. Roberts
Civil Deputy County Attorney



Date



CRUM & FORSTER
A CNA COMPANY

NAMED INSURED MEMBER CERTIFICATE OF COVERAGE

CERTIFICATE #: USP294541

MASTER POLICY #: SRPGAPML-101-0719

Policyholder:

Sports and Recreation Providers Association Purchasing Group
1776 South Naperville Road, Bldg-B
Wheaton, IL 60187

Named Insured Member:

Bisbee Vogue, Inc.
PO Box 1099 or 201 Tombstone Canyon
Bisbee, AZ 85603-2099

Certificate Coverage Period: 10/18/2019 12:01 AM to 10/21/2019 12:01 AM at 12:01 A.M. at the mailing address of the Named Insured Member shown above.

Master Policy Issued By: United States Fire Insurance Company

Certificate of Coverage Issued By:

Francis L. Dean & Associates, Inc.
1776 South Naperville Road, Bldg-B
P.O. Box 4200
Wheaton, IL 60189
Telephone: (630) 665-7011

Location / Description of Operations: 1.5 mile race with stairs, 1/4 mile stair climb race with block of ice, beer festival

See Endorsement Schedule below for any exclusions or limitations

COVERAGE(S)

Insurance is provided only for those coverages for which a limit or the word "Included" is shown below.

General Liability

Limits of Insurance

\$2,000,000.00	General Aggregate Limit (Other Than Products-Completed Operations)
\$2,000,000.00	Products-Completed Operations Aggregate Limit
\$1,000,000.00	Personal And Advertising Injury Limit
\$1,000,000.00	Each Occurrence Limit
\$300,000.00	Damage To Premises Rented To You Limit
\$0.00	Medical Expense Limit

Limits of Insurance – Optional Coverages

Excluded	Abuse & Molestation Coverage – Each Occurrence Limit
Excluded	Abuse & Molestation Coverage – Aggregate Limit
Included	Bodily Injury To Athletic Or Sports Participants
\$1,000,000.00	Each Sports, Health, Fitness And Wellness Services Incident Limit
\$1,000,000.00	Sports, Health, Fitness And Wellness Services Aggregate Limit

Premium

\$1,801.00 Total Estimated Commercial General Liability Premium Due From Member

Hired / Non-Owned Automobile Liability

Limits of Insurance

\$1,000,000.00 Covered Autos Liability Limit

Premium

\$850.00 Total Estimated Hired / Non-Owned Automobile Liability Premium Due From Member

Liquor Liability

Limits of Insurance (the applicable statutory limit or the limit as shown below, whichever is less)

\$1,000,000.00	Each Common Cause
\$2,000,000.00	Aggregate Limit

Premium

\$788.00 Total Estimated Liquor Liability Premium Due From Member



**NAMED INSURED MEMBER
CERTIFICATE OF COVERAGE**

This Certificate of Coverage evidences your coverage as a Named Insured Member under the Master Policy described herein.

United States Fire Insurance Company certifies that the Named Insured Member as shown herein is insured under the Sports & Recreation Providers Association Purchasing Group Master Policy. The Limits of Insurance, Premium and Effective Date of coverage applicable to the Named Insured Member are as specified above. This Certificate of Coverage, together with the Common Policy Conditions, Coverage Part(s), Coverage Form(s) and Endorsements attached to the Master Policy, complete the above numbered insurance contract.

The Master Policy, containing the terms and conditions of coverage, has been furnished to the Policyholder and a copy of that policy accompanies this Certificate of Coverage. All claims are paid according to the terms and conditions of the Master Policy.

Schedule of Additional Insureds

The entities shown below are added as Additional Insureds, but only in respect to liability caused by operations of the Named Insured Member during the certificate policy period.

Form Number	Description
FSPG 101.0.0007 Designated Person/Org	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0008 Designated Person/Org (CA Govt)	<u>Name Of Additional Insured Governmental Entity(ies):</u>
FSPG 101.0.0009 State/Govt Agency/ Subdivision	<u>Name of Additional Insured State Or Governmental Agency Or Subdivision or Political Subdivision:</u>
FSPG 101.0.0010 Vendors	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0011 Managers or Lessors of Premises	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0012 Lessor of Leased Equipment	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>

Endorsement Schedule

Form Number	Description
CG 21 44 Limitation To Designated Premises, Projects, Operations	<u>Premises:</u> <u>Project Or Operation:</u>
CG 21 53 Exclusion – Designated Ongoing Operations	<u>Description of Designated Ongoing Operation(s):</u> In addition, scheduled activities exclusion endorsement applies: Inflatable Amusement Devices, Carnival Rides, Knockerball/Bubble Soccer, Bungee Devices, Fireworks, Mechanical Bucking Devices: including Multi Ride Attachments, Permanent & Mobile Rock Wall Structures, Security Services Other Than Contracted Law Enforcement Officers, Trampolines, and Zip Lines. <u>Specified Location (If Applicable):</u>

Crum & Forster is part of Fairfax Financial Holdings Limited. C&F and Crum & Forster are registered trademarks of United States Fire Insurance Company.



ADDITIONAL INTEREST SCHEDULE

DATE (MM/DD/YYYY)
4/26/2019

AGENCY FL Dean Tom Wojciechowski		CARRIER United States Fire Insurance Company		NAIC CODE 21113
POLICY NUMBER SRPGAPML-101-0719/USP294541		EFFECTIVE DATE 10/18/2019 12:01 AM	NAMED INSURED(S) Bisbee Vogue, Inc.	

ADDITIONAL INTEREST (Not all fields apply to all scenarios – provide only the necessary data)

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER		LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE <input type="checkbox"/>	NAME AND ADDRESS RANK: _____ EVIDENCE: _____ CERTIFICATE _____ POLICY _____ SEND BILL _____ Cochise County 1415 Melody Lane Bisbee, AZ 85603	INTEREST IN ITEM NUMBER LOCATION: _____ BUILDING: _____ VEHICLE: _____ BOAT: _____ AIRPORT: _____ AIRCRAFT: _____ ITEM CLASS: _____ ITEM: _____ ITEM DESCRIPTION _____	
REASON FOR INTEREST: _____			REFERENCE / LOAN #:	INTEREST END DATE:	
			LIEN AMOUNT:	PHONE (A/C, No, Ex):	FAX (A/C, No):
			E-MAIL ADDRESS: _____		

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER		LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE <input type="checkbox"/>	NAME AND ADDRESS RANK: _____ EVIDENCE: _____ CERTIFICATE _____ POLICY _____ SEND BILL _____ City of Bisbee 915 South Tovreaville Road Bisbee, AZ 85603	INTEREST IN ITEM NUMBER LOCATION: _____ BUILDING: _____ VEHICLE: _____ BOAT: _____ AIRPORT: _____ AIRCRAFT: _____ ITEM CLASS: _____ ITEM: _____ ITEM DESCRIPTION _____	
REASON FOR INTEREST: _____			REFERENCE / LOAN #:	INTEREST END DATE:	
			LIEN AMOUNT:	PHONE (A/C, No, Ex):	FAX (A/C, No):
			E-MAIL ADDRESS: _____		

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER		LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE <input type="checkbox"/>	NAME AND ADDRESS RANK: _____ EVIDENCE: _____ CERTIFICATE _____ POLICY _____ SEND BILL _____ St. Patrick's Catholic Parish 100 Quailly Hill Road Bisbee, AZ 85603	INTEREST IN ITEM NUMBER LOCATION: _____ BUILDING: _____ VEHICLE: _____ BOAT: _____ AIRPORT: _____ AIRCRAFT: _____ ITEM CLASS: _____ ITEM: _____ ITEM DESCRIPTION _____	
REASON FOR INTEREST: _____			REFERENCE / LOAN #:	INTEREST END DATE:	
			LIEN AMOUNT:	PHONE (A/C, No, Ex):	FAX (A/C, No):
			E-MAIL ADDRESS: _____		

The above are added as additional insured but only with respect to liability arising out of operations of the named insured during the policy period.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/5/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER John F. K. Brown Insurance Agency, Inc. 9155 E Tanque Verde Rd #117 Tucson AZ 85749	CONTACT NAME:		
	PHONE (A/C, No, Ext):	(520) 323-2500	FAX (A/C, No): (520) 326-3645
INSURED BISBEE VOGUE, INC. PO BOX 1099 Bisbee, AZ 85603	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	TECHNOLOGY INSURANCE CO	
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			TARAZ10674-01	09-06-2015	09-06-2020	PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000.00 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000.00 E.L. DISEASE - POLICY LIMIT \$ 1,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Cochise County 1415 Melody Lane Building A P O Box 4249 Bisbee AZ 85603	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

BISBEE VOGUE INC. AGREEMENT 2019

THIS AGREEMENT is by and between the County of Cochise, a political subdivision of the State of Arizona, hereinafter called the "COUNTY", and Bisbee Vogue, Inc., a nonprofit corporation organized under the laws of Arizona, hereinafter called the "SPONSOR".

RECITALS

WHEREAS, the SPONSOR is sponsoring the Bisbee 1000 Stair Climb, hereinafter called the "EVENT", to be held Saturday, October 19, 2019; and

WHEREAS, the EVENT will take place, in part, on the Superior Courthouse steps, plaza and lawn area, and in COUNTY parking lots surrounding the Courthouse and the Administration Building in Bisbee (the "COUNTY PREMISES"), it is understood by all parties that the COUNTY does not own or have a current lease on the parking lot between the Courthouse and the Administration Building and so the COUNTY cannot give permission to use that particular lot; and

WHEREAS, preparation and clean-up for the event, including placement of temporary restroom facilities, may commence on the morning of Friday, October 18, 2019, and conclude on the afternoon of Sunday, October 20, 2019.

NOW, THEREFOR THE PARTIES AGREE AS FOLLOWS:

A. DUTIES OF THE PARTIES

1. It shall be the sole responsibility of the SPONSOR to undertake any inspection or preparation of the COUNTY PREMISES required for the EVENT.

2. The SPONSOR agrees to fully perform, at the SPONSOR's sole expense, all support activities in conjunction with the conduct of the EVENT including, but not limited to, placement and removal of portable restroom facilities at the parking lot

between St. Patrick's Church, the Courthouse, and the old convent building (currently COUNTY Attorney Civil Division Office), clean up of the COUNTY PREMISES after the EVENT, and procurement and placement of traffic control signs and devices in and around COUNTY PREMISES, which are necessary to warn, regulate or guide traffic during the conduct of the EVENT and the removal of such signs and devices following the conclusion of the EVENT.

3. SPONSOR agrees not to block or obstruct any fire lanes and not to interfere with ingress/egress to Court facilities prior to 5:30 p.m. on Friday, October 18, 2019.

B. INDEMNITY REQUIREMENTS

To the fullest extent permitted by law, SPONSOR (as "Indemnitor") hereby agrees to immediately defend, indemnify, and hold harmless COUNTY, and its departments, agencies, officers, officials, agents, employees and volunteers (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including, but not limited to, court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of SPONSOR or any of its owners, officers, directors, agents, employees, members, guests, invitees, participants, vendors, contractors, subcontractors, or anyone for whose acts SPONSOR may be liable. This indemnity includes, but is not limited to, any claim or amount arising out of, or recovered under, the Workers' Compensation Law, Environmental Liability, or arising out of the failure of such SPONSOR to conform to any federal, state, or local law, statute, ordinance, rule, regulation, or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by SPONSOR from and against any and all claims. SPONSOR will be responsible for primary loss investigation, defense, and judgment costs where this indemnification is applicable. SPONSOR agrees to waive all rights of subrogation against the COUNTY, its departments, agencies, officers, officials, agents, employees and volunteers for losses related to, arising from, caused by or alleged to have arisen or resulted from the Event.

Any insurance, its limits, amount and type required herein to be maintained by the SPONSOR shall in no way be construed as limiting the scope of this indemnity.

C. INSURANCE REQUIREMENTS

The SPONSOR, at SPONSOR's own expense, shall purchase and maintain the hereinafter stipulated minimum insurance with companies possessing a current AM Best, Inc. rating of A-VII, duly licensed in the State of Arizona.

The COUNTY in no way warrants that the minimum insurance and limits contained herein are adequate or sufficient to protect the SPONSOR, its officers, officials, employees, members, guests, invitees, participants or spectators.

The SPONSOR's insurance or self-insurance shall be primary, and any insurance maintained by the COUNTY shall not contribute to, or be excess of, the SPONSOR's insurance or self-insurance.

Thirty (30) days prior to the Event, the SPONSOR shall provide the COUNTY with Certificate(s) of Insurance evidencing the insurance required by the COUNTY. The certificate shall identify this Event and have Cochise County, and its departments, agencies, officers, officials, agents, employees and volunteers, and 1415 Melody Lane, Building A, Bisbee, Arizona 85603 as "Certificate Holder" and be directly sent to the Civil Division of the County Attorney's Office, P.O. Drawer CA, Bisbee, Arizona 85603. Failure to do so, at the COUNTY's sole discretion, may constitute a material breach of this Agreement and grounds for its immediate termination, cancellation or suspension.

The SPONSOR's insurance or self-insurance shall contain a waiver of rights of recovery or subrogation against the COUNTY, and its departments, agencies, officers, officials, agents, employees and volunteers for any and all claims, damages, losses, liabilities or expenses relating to, arising from, resulting from, or alleged to have arisen or resulted from, the Event.

The SPONSOR's insurance or self-insurance, except workers' compensation, required herein shall name the COUNTY, and its departments, agencies, officers, officials, agents, employees and volunteers as Additional Insureds.

General Liability Insurance: General Liability insurance of \$1,000,000 per occurrence with a \$2,000,000 general aggregate limit, and a \$2,000,000 products-completed operations limit. The General Liability insurance shall include coverage for bodily injury, personal injury, broad form property damage, blanket contractual liability, products/completed operations, and \$1,000,000 liquor legal liability, if alcohol is served or sold at, or during, the Event.

The General Liability Additional Insured Endorsement shall include coverage for bodily injury, personal injury, broad form property damage, contractual liability, premises liability and products/completed operations liability.

Vehicle Liability Insurance: Vehicle Liability insurance with a combined single limit of \$1,000,000 each occurrence with respect to SPONSOR's owned, hired and non-owned vehicles.

Workers' Compensation Insurance: Statutory Worker's Compensation insurance and Employer's Liability insurance of \$1,000,000 each accident, \$1,000,000 each disease and \$1,000,000 disease policy limits.

D. SUPPLEMENTARY CONDITIONS

Objectionable Uses or Persons: Any use of COUNTY property in violation of any law or ordinance of the COUNTY, State of Arizona or United States or, at the COUNTY's sole discretion, that is not in the COUNTY's best interest, may, at the COUNTY's sole discretion, constitute a material breach of this Agreement and be grounds for its immediate termination, cancellation or suspension. Any person whose acts, behavior or conduct is disorderly or disruptive may be refused entrance to, or be ejected from, the COUNTY's property. The SPONSOR shall defend, indemnify and hold harmless the COUNTY, its officials and employees from such refusal or ejection to the fullest extent and scope of the indemnity and insurance requirements in paragraphs B and C of this Agreement.

County Property: This Agreement is for COUNTY property and shall not be construed as an authorization for use of adjacent private or public property, grounds or land or any other area where a separate agreement or permit may be required. SPONSOR shall be responsible for obtaining all necessary agreements, permits or insurance required by any federal, state, municipal or other governmental or private entity.

Damage to County Property: SPONSOR will promptly compensate or reimburse COUNTY the full amount of any damage to, or loss of use of, COUNTY buildings, facilities, grounds, lands, water or property caused by SPONSOR, its officers, officials, employees, members, guests, invitees, or agents. Compensation or reimbursement to the COUNTY shall also include, but not be limited to, restoration, clean-up, abatement, remedial action, legal fees and expenses or fines.

Damage to Sponsor Property: The COUNTY shall not be responsible for loss of, damage to, or loss of use of, tangible or intangible property of SPONSOR, its officers, officials, employees, members, guests, invitees or agents or Event participants or spectators.

Inclement Weather or Emergencies: At the COUNTY's sole discretion, the COUNTY may close any COUNTY property or terminate or cancel any Event due to inclement weather or any other emergency situation.

Loss of Privileges: Loss of privileges authorized by this Agreement by COUNTY closure, termination, cancellation or suspension is not compensable to the SPONSOR.

Transfer: This Agreement, its requirements, terms and conditions are not transferable.

Exclusivity: This Agreement is not exclusive unless otherwise stated in the Agreement. The COUNTY reserves the right to use or allow others to use any part the COUNTY property pertaining to this Agreement. The SPONSOR agrees to allow others of the public free and unrestricted access to, and use of, the COUNTY property at all times for all lawful purposes.

County Rules and Regulations: Upon issuance, this Agreement authorizes the SPONSOR to use or occupy COUNTY property, subject to the terms and conditions outlined within COUNTY rules, regulations, laws, ordinances or the COUNTY approved authorization or use plan for this Agreement. It is the SPONSOR's responsibility to be familiar with and to understand all applicable COUNTY rules, regulations, laws, or ordinances.

Obligations of the Sponsor: The obligations of the SPONSOR under this Agreement are not contingent upon the COUNTY to inspect any SPONSOR equipment, food, beverages, activity or operations.

Liability Waiver: In a form acceptable to the COUNTY, the COUNTY, at its sole discretion, may require executed statements of fitness for activity and/or waivers of liability for or from each SPONSOR officer or member or Event participant, guest or spectator.

Report to County: The SPONSOR shall immediately report to the COUNTY any accident, event, incident or occurrence that results, or may result, in bodily injury, death or property damage.

Records Retention: The parties agree to keep all books, accounts, reports, files, and other records relating to this Agreement for five (5) years after completion of the

contract; and, in addition, agree that such books, accounts, reports, files, and other records shall be subject to audit pursuant to A.R.S. § 35-214.

Public Records Law: Notwithstanding any other provision of the Agreement, the parties understand that the COUNTY is a public entity and, as such, is subject to Arizona's public records law, A.R.S. §§ 39-121, *et. seq.*

Jurisdiction and Venue: This Agreement shall be governed by the laws of the State of Arizona. Jurisdiction and venue for any action under this Agreement shall be in Cochise County, Arizona.

E. RELATIONSHIP OF THE PARTIES

The parties intend and understand that pursuant to this agreement, the COUNTY is an independent supplier of services to the SPONSOR, limited to a temporary license to use the COUNTY PREMISES. No officer, employee or agent of the COUNTY or the COUNTY itself, shall be deemed or considered an employee, partner, joint venturer, agent, associate, or a participant with SPONSOR in any respect regarding SPONSOR's conduct of the EVENT. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other party for any purpose whatsoever. Except as COUNTY enforcement statutes, regulations or procedures which may affect COUNTY rendering of services hereunder may require, the COUNTY shall not in any manner, participate in or share in any profit or proceeds arising from SPONSOR's conduct of the EVENT. SPONSOR will be solely and entirely responsible for the acts of the SPONSOR's event. No officer, employee or agent of one party shall be empowered to bind or obligate the other party unless specifically authorized by mutual written consent of the parties.

F. TERM OF AGREEMENT

1. This agreement shall be in full force and effect from the date of its execution and until 5 p.m. on the day following the completion of the EVENT or until cessation of all of SPONSOR's obligations to the COUNTY under this Agreement, whichever is later, unless otherwise terminated as provided in this Agreement.

2. SPONSOR shall be permitted to begin setting up portable toilets and necessary signage at 7:00 a.m. on Friday, October 18, 2019, and shall have removed all such toilets and signage prior to 4:00 p.m. on Sunday, October 20, 2018.

G. EFFECTIVE DATE OF AGREEMENT

This Agreement shall become effective upon approval by the Cochise County Board of Supervisors and upon the signing of the Agreement by the Chairman of the Board. In the event that the Board of Supervisors fails or refuses to approve this Agreement, it shall be null and void and have no effect whatsoever.

H. TERMINATION OF AGREEMENT

Either party upon thirty (30) days written notice of such intent may terminate this Agreement. Such termination shall not relieve the SPONSOR of liability under this Agreement for the effective term prior to this termination. This Agreement may also be subject to termination pursuant to A.R.S. § 38-511.

I. ASSIGNMENT

Neither party shall assign any rights or duties under this Agreement without the express written consent of the other party. Any assignment in violation of this provision will automatically terminate this Agreement.

J. WAIVER

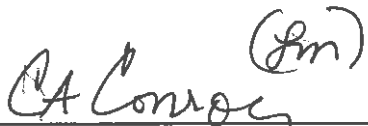
The failure of either party at any time to require performance by the other party of any provision hereof shall in no way affect the party's subsequent rights and obligations under that provision. Waiver by either party of the breach of any provision hereof shall not be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of such provision itself.

K. ENTIRE AGREEMENT

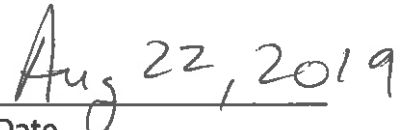
This document constitutes the entire Agreement between the parties with respect to the subject matter hereof and shall supersede all previous proposals, both oral and written, negotiations, representations, commitments, writings, agreements and all other communications between the parties. It may not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each party.

IN WITNESS WHEREOF, the COUNTY has caused this instrument to be executed by the Chairman of the Board of Supervisors, and attested to by the Clerk of said Board, and SPONSOR has caused this instrument to be executed by its duly authorized representative.

APPROVED:



Cynthia Conroy, President
Bisbee Vogue, Inc.



Date

APPROVED:

Peggy Judd, Chairperson
Cochise County Board of Supervisors


Date

ATTEST:

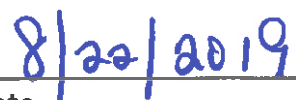
Arlethe G. Rios
Clerk of the Board

Date

APPROVED AS TO FORM:



Christine J. Roberts
Civil Deputy County Attorney



Date



CRUM & FORSTER

**NAMED INSURED MEMBER
CERTIFICATE OF COVERAGE**

CERTIFICATE #: USP294541

MASTER POLICY #: SRPGAPML-101-0719

Policyholder:

Sports and Recreation Providers Association Purchasing Group
1776 South Naperville Road, Bldg-B
Wheaton, IL 60187

Named Insured Member:

Bisbee Vogue, Inc.
PO Box 1099 or 201 Tombstone Canyon
Bisbee, AZ 85803-2099

Certificate Coverage Period: 10/18/2019 12:01 AM to 10/21/2019 12:01 AM at 12:01 A.M. at the mailing address of the Named Insured Member shown above.

Master Policy Issued By: United States Fire Insurance Company

Certificate of Coverage Issued By:

Francis L. Dean & Associates, Inc.
1776 South Naperville Road, Bldg-B
P.O. Box 4200
Wheaton, IL 60189
Telephone: (630) 665-7011

Location / Description of Operations: 1.5 mile race with stairs, 1/4 mile stair climb race with block of ice, beer festival

See Endorsement Schedule below for any exclusions or limitations

COVERAGE(S)

Insurance is provided only for those coverages for which a limit or the word "Included" is shown below.

General Liability

Limits of Insurance

\$2,000,000.00	General Aggregate Limit (Other Than Products-Completed Operations)
\$2,000,000.00	Products-Completed Operations Aggregate Limit
\$1,000,000.00	Personal And Advertising Injury Limit
\$1,000,000.00	Each Occurrence Limit
\$300,000.00	Damage To Premises Rented To You Limit
\$0.00	Medical Expense Limit

Limits of Insurance - Optional Coverages

Excluded	Abuse & Molestation Coverage - Each Occurrence Limit
Excluded	Abuse & Molestation Coverage - Aggregate Limit
Included	Bodily Injury To Athletic Or Sports Participants
\$1,000,000.00	Each Sports, Health, Fitness And Wellness Services Incident Limit
\$1,000,000.00	Sports, Health, Fitness And Wellness Services Aggregate Limit

Premium

\$1,881.00 Total Estimated Commercial General Liability Premium Due From Member

Hired / Non-Owned Automobile Liability

Limits of Insurance

\$1,000,000.00 Covered Autos Liability Limit

Premium

\$850.00 Total Estimated Hired / Non-Owned Automobile Liability Premium Due From Member

Liquor Liability

Limits of Insurance (the applicable statutory limit or the limit as shown below, whichever is less)

\$1,000,000.00	Each Common Cause
\$2,000,000.00	Aggregate Limit

Premium

\$788.00 Total Estimated Liquor Liability Premium Due From Member



CRUM & FORSTER

**NAMED INSURED MEMBER
CERTIFICATE OF COVERAGE**

This Certificate of Coverage evidences your coverage as a Named Insured Member under the Master Policy described herein.

United States Fire Insurance Company certifies that the Named Insured Member as shown herein is insured under the Sports & Recreation Providers Association Purchasing Group Master Policy. The Limits of Insurance, Premium and Effective Date of coverage applicable to the Named Insured Member are as specified above. This Certificate of Coverage, together with the Common Policy Conditions, Coverage Part(s), Coverage Form(s) and Endorsements attached to the Master Policy, complete the above numbered insurance contract.

The Master Policy, containing the terms and conditions of coverage, has been furnished to the Policyholder and a copy of that policy accompanies this Certificate of Coverage. All claims are paid according to the terms and conditions of the Master Policy.

Schedule of Additional Insureds

The entities shown below are added as Additional Insureds, but only in respect to liability caused by operations of the Named Insured Member during the certificate policy period.

Form Number	Description
FSPG 101.0.0007 Designated Person/Org	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0008 Designated Person/Org (CA Govt)	<u>Name Of Additional Insured Governmental Entity(ies):</u>
FSPG 101.0.0009 State/Govt Agency/ Subdivision	<u>Name of Additional Insured State Or Governmental Agency Or Subdivision or Political Subdivision:</u>
FSPG 101.0.0010 Vendors	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0011 Managers or Lessors of Premises	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0012 Lessor of Leased Equipment	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>

Endorsement Schedule

Form Number	Description
CG 21 44 Limitation To Designated Premises, Projects, Operations	<u>Premises:</u> <u>Project Or Operation:</u>
CG 21 53 Exclusion – Designated Ongoing Operations	<u>Description of Designated Ongoing Operation(s):</u> In addition, scheduled activities exclusion endorsement applies: Inflatable Amusement Devices, Carnival Rides, Knockerball/Bubble Soccer, Bungee Devices, Fireworks, Mechanical Bucking Devices: including Multi Ride Attachments, Permanent & Mobile Rock Wall Structures, Security Services Other Than Contracted Law Enforcement Officers, Trampolines, and Zip Lines. <u>Specified Location (if Applicable):</u>

Crum & Forster is part of Fairfax Financial Holdings Limited. C&F and Crum & Forster are registered trademarks of United States Fire Insurance Company.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/28/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FL DEAN TOM WOJCIECHOWSKI 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335 8007452409	CONTACT NAME: PHONE (A/C, No, Ext): 8007452409 FAX (A/C, No):	
	E-MAIL ADDRESS:	
INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS: Bisbee Vogue, Inc. PO Box 1099 or 201 Tombstone Canyon Bisbee, AZ 85603-2099	INSURER(S) AFFORDING COVERAGE NAIC #	
	INSURER A: United States Fire Insurance 21113	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES **CERTIFICATE NUMBER:** USP294541 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INDR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X	X	SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	GENERAL AGGREGATE \$2,000,000.00
	PRODUCTS - COMPROP AGG \$2,000,000.00 PERSONAL & ADV INJURY \$1,000,000.00 EACH OCCURRENCE \$1,000,000.00 FIRE DAMAGE (Any one fire) \$300,000.00 MED EXP (Any one person) \$0.00						
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTO <input checked="" type="checkbox"/> NON-OWNED AUTOS	X	X	SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	COMBINED SINGLE LIMIT (Ex accident) \$1,000,000.00
	BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$						
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
							EACH OCCURRENCE \$0.00 GENERAL AGGREGATE \$0.00
A	Liquor Liability	X		SRPGAPML-101-0719/ USL306215	10/18/2019 12:01 AM	10/21/2019 12:01 AM	EACH OCCURENCE \$1,000,000.00 GENERAL AGGREGATE \$2,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 1.5 mile race with stairs, 1/4 mile stair climb race with block of ice, beer festival
 The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.
Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

CERTIFICATE HOLDER Cochise County 1415 Melody Lane Bisbee, AZ 85603	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <p style="text-align: center;">Francis L. Dean</p>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/26/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FL DEAN TOM WOJCIECHOWSKI 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335 8007452409	CONTACT NAME: PHONE (A/C, No, Ext): 8007452409 FAX (A/C, No): E-MAIL ADDRESS: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center; border: none;">NAIC #</td> </tr> <tr> <td style="border: none;">INSURER A : United States Fire Insurance</td> <td style="border: none;">21113</td> </tr> <tr> <td style="border: none;">INSURER B :</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER C :</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER D :</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER E :</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER F :</td> <td style="border: none;"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : United States Fire Insurance	21113	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															
INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS: Bisbee Vogue, Inc. PO Box 1099 or 201 Tombstone Canyon Bisbee, AZ 85603-2099															

COVERAGES **CERTIFICATE NUMBER: USP294541** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS			
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	GENERAL AGGREGATE \$2,000,000.00			
	<small>GEN'L AGGREGATE LIMIT APPLIES PER:</small> <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC									
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HRED AUTO <input checked="" type="checkbox"/> NON-OWNED AUTOS									
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$									
	<input type="checkbox"/> Liquor Liability									
	<small>COMBINED SINGLE LIMIT (Per accident)</small> \$1,000,000.00 <small>BODILY INJURY (Per person)</small> \$ <small>BODILY INJURY (Per accident)</small> \$ <small>PROPERTY DAMAGE (Per accident)</small> \$ EACH OCCURRENCE \$ AGGREGATE \$ EACH OCCURRENCE \$0.00 GENERAL AGGREGATE \$0.00 EACH OCCURENCE \$1,000,000.00 GENERAL AGGREGATE \$2,000,000.00									

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 1.5 mile race with stairs, 1/4 mile stair climb race with block of ice, beer festival

Scheduled Activities Exclusion Applies-Please Refer to Named insured Member Certificate of Coverage

CERTIFICATE HOLDER Bisbee Vogue, Inc. PO Box 1099 or 201 Tombstone Canyon Bisbee, AZ 85603-2099	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <p style="text-align: center; font-size: 1.2em;">Francis L. Dean</p>
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ADDITIONAL INTEREST SCHEDULE

DATE (MM/DD/YYYY)
4/26/2019

AGENCY FL Dean Tom Wojciechowski		CARRIER United States Fire Insurance Company		NAIC CODE 21113
POLICY NUMBER SRPGAPML-101-0719/USP294541		EFFECTIVE DATE 10/18/2019 12:01 AM	NAMED INSURED(S) Bisbee Vogue, Inc.	

ADDITIONAL INTEREST (Not all fields apply to all scenarios - provide only the necessary data)

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER <input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS RANK EVIDENCE: CERTIFICATE POLICY SEND BILL Cochise County 1415 Melody Lane Bisbee, AZ 85603	INTEREST IN ITEM NUMBER LOCATION: BUILDING: VEHICLE: BOAT: AIRPORT: AIRCRAFT: ITEM CLASS: ITEM: ITEM DESCRIPTION
	REFERENCE / LOAN #: INTEREST END DATE: LIEN AMOUNT: PHONE (A/C, No, Ex): FAX (A/C, No):	REASON FOR INTEREST: E-MAIL ADDRESS:

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER <input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS RANK EVIDENCE: CERTIFICATE POLICY SEND BILL City of Bisbee 915 South Tovreaville Road Bisbee, AZ 85603	INTEREST IN ITEM NUMBER LOCATION: BUILDING: VEHICLE: BOAT: AIRPORT: AIRCRAFT: ITEM CLASS: ITEM: ITEM DESCRIPTION
	REFERENCE / LOAN #: INTEREST END DATE: LIEN AMOUNT: PHONE (A/C, No, Ex): FAX (A/C, No):	REASON FOR INTEREST: E-MAIL ADDRESS:

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER <input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS RANK EVIDENCE: CERTIFICATE POLICY SEND BILL St. Patrick's Catholic Parish 100 Quailly Hill Road Bisbee, AZ 85603	INTEREST IN ITEM NUMBER LOCATION: BUILDING: VEHICLE: BOAT: AIRPORT: AIRCRAFT: ITEM CLASS: ITEM: ITEM DESCRIPTION
	REFERENCE / LOAN #: INTEREST END DATE: LIEN AMOUNT: PHONE (A/C, No, Ex): FAX (A/C, No):	REASON FOR INTEREST: E-MAIL ADDRESS:

The above are added as additional insured but only with respect to liability arising out of operations of the named insured during the policy period.

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019

Demands

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

Recommendation:

of ORIGINALS

Submitted for Signature:

NAME n/a

TITLE n/a

of PRESENTER:

of PRESENTER:

Mandated Function?:

**Source of Mandate
or Basis for Support?:**

Information

Agenda Item Text:

Approve demands and budget amendments for operating transfers.

Background:

Auditor-General's requirement for Board of Supervisors to approve.

Department's Next Steps (if approved):

Return to Finance after BOS approval.

Impact of NOT Approving/Alternatives:

Board of Supervisors will not be in compliance with State law.

To BOS Staff: Document Disposition/Follow-Up:

Return to Finance after BOS approval.

Budget Information

Information about available funds

Budgeted:

Funds Available:

Amount Available:

Unbudgeted:

Funds NOT Available:

Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Demands

Demands [8/22/2019](#)
 Date Range [08/09/19-08/22/19](#)
 Warrant Range [35283-35576](#)

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35283	08/14/2019	AFLAC	1600 - Finance	501 Cochise Combined Trust	8,274.92
35284	08/14/2019	Arizona Department of Administration-Ris	1600 - Finance	110 Payroll Clearing Fund	5,175.92
35285	08/15/2019	A&R Fire Protection LLC	2100 - Facilities Managemen	100 General Fund	26,800.00
35286	08/15/2019	A+ Language Services	1300 - Public Defender	100 General Fund	175.00
35287	08/15/2019	Abril, Barbara Elizabeth	0700 - Clerk of the Superior (100 General Fund	76.05
35288	08/15/2019	Acuna, Guy	5000 - Health Dept	243 Immunization Program	545.16
35289	08/15/2019	Aerial Solutions II LLC	3000 - Sheriff	211 Private Donor	37,251.34
35290	08/15/2019	AlphaGraphics	0700 - Clerk of the Superior (100 General Fund	226.80
35291	08/15/2019	Amazon.com LLC	8000 - County Library District	171 County Library	94.49
35292	08/15/2019	Animal Watchers & More LLC	3000 - Sheriff	205 Sheriff Law Enforcement	272.00
35293	08/15/2019	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	219.26
35294	08/15/2019	Arizona Department of Corrections ASPC	7000 - Solid Waste	505 Solid Waste	60.00
35295	08/15/2019	Arizona Machinery Company, LLC dba Str	1710 - Heavy Fleet Managemen	600 Heavy Fleet Managemen	1,179.67
35296	08/15/2019	Arizona Police Psychology, PLLC	3000 - Sheriff	100 General Fund	1,410.00
35297	08/15/2019	Arizona Public Service - APS	2100 - Facilities Managemen	100 General Fund	196.39
35298	08/15/2019	Arizona Secretary of State-Election Office	0400 - Recorder	100 General Fund	502.74
35299	08/15/2019	Arizona State Forestry Division	4010 - Highway Dept Admini	261 Flood Control Distric	3,868.90
35300	08/15/2019	Arizona State Hospital	1600 - Finance	100 General Fund	98,119.00
35301	08/15/2019	Arizona State Land Department	5000 - Health Dept	100 General Fund	2,400.00
35302	08/15/2019	Arizona State Treasurer	1600 - Finance	100 General Fund	184,567.00
35303	08/15/2019	Arizona Supreme Court	1220 - Juvenile Detention	581 JCRF Planning Grant	5,430.24
35304	08/15/2019	Arizona Water Company	2100 - Facilities Managemen	100 General Fund	1,322.64
35305	08/15/2019	Atomic Nutrition, LLC	5000 - Health Dept	228 W.I.C. Grant	4,740.00
35306	08/15/2019	Baker & Taylor, LLC	8000 - County Library District	171 County Library	582.12
35307	08/15/2019	Bisbee Napa	2100 - Facilities Managemen	100 General Fund	108.81
35308	08/15/2019	Bisbee Plumbing LLC	3000 - Sheriff	100 General Fund	11,330.00
35309	08/15/2019	Blackstone Audio, Inc.	8000 - County Library District	171 County Library	47.00
35310	08/15/2019	Blue 360 Media, LLC	3000 - Sheriff	100 General Fund	139.23
35311	08/15/2019	Bluemel, Burton Bruce	0700 - Clerk of the Superior (100 General Fund	110.76
35312	08/15/2019	Bob Barker Company, Inc.	1220 - Juvenile Detention	100 General Fund	100.72
35313	08/15/2019	Bug-Wiser Exterminating, Inc.	2100 - Facilities Managemen	100 General Fund	1,088.00
35313	08/15/2019	Bug-Wiser Exterminating, Inc.	2100 - Facilities Managemen	105 Bisbee/Douglas Airport	45.00
35313	08/15/2019	Bug-Wiser Exterminating, Inc.	3000 - Sheriff	100 General Fund	180.00
35314	08/15/2019	Butler, Steven R	0100 - Board of Supervisors	100 General Fund	67.74
35315	08/15/2019	Cable One dba Sparklight	0810 - Court Administration	100 General Fund	416.45
35315	08/15/2019	Cable One dba Sparklight	1800 - IT/Communications	100 General Fund	169.06
35316	08/15/2019	Carahsoft Technology Corporation	1300 - Public Defender	104 Aid to Indigent Defense	1,542.20
35317	08/15/2019	Cardinal Health Inc.	5000 - Health Dept	237 Health S.T.D. Grant	114.00
35318	08/15/2019	Cardinal Health Inc.	5000 - Health Dept	243 Immunization Program	1,998.45
35319	08/15/2019	CenturyLink Communications	1800 - IT/Communications	100 General Fund	1,184.91
35320	08/15/2019	CenturyLink Communications	1400 - General Government	216 SEACOM Operations	422.61

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35320	08/15/2019	CenturyLink Communications	3000 - Sheriff	100 General Fund	150.26
35320	08/15/2019	CenturyLink Communications	4010 - Highway Dept Admini	251 Highway Fund	69.01
35320	08/15/2019	CenturyLink Communications	7000 - Solid Waste	505 Solid Waste	134.39
35320	08/15/2019	CenturyLink Communications	9000 - School Superintendent	100 General Fund	33.09
35321	08/15/2019	Cintas Corporation No. 445	7000 - Solid Waste	505 Solid Waste	235.87
35322	08/15/2019	Clerk of Superior Court	0700 - Clerk of the Superior	100 General Fund	1,116.81
35323	08/15/2019	Cochise County Justice Court #4	1600 - Finance	100 General Fund	500.00
35324	08/15/2019	Cochise County Justice Court #5	0950 - Justice Court 5	100 General Fund	20.00
35325	08/15/2019	Cochise Family Advocacy Center	1600 - Finance	100 General Fund	3,475.00
35326	08/15/2019	Cochise Painting LLC	2100 - Facilities Managemen	400 County Capital Projects	21,400.00
35327	08/15/2019	Computrust Software Corporation	5000 - Health Dept	100 General Fund	14,272.00
35328	08/15/2019	Concentra Medical Centers	3000 - Sheriff	100 General Fund	411.00
35329	08/15/2019	Cooke, Stephen R.	0810 - Court Administration	168 Children's Issues Ed	240.00
35330	08/15/2019	County Supervisors Association	0100 - Board of Supervisors	100 General Fund	230.00
35331	08/15/2019	COX Communication Arizona, LLC	0810 - Court Administration	100 General Fund	640.00
35332	08/15/2019	CRM of America LLC	7000 - Solid Waste	506 Waste Tire Grant	5,864.22
35333	08/15/2019	CureMD.com, Inc.	5000 - Health Dept	100 General Fund	305.00
35334	08/15/2019	Darlene Worcester Passama	0950 - Justice Court 5	100 General Fund	9.00
35335	08/15/2019	Nancy Lynn Davis	5000 - Health Dept	243 Immunization Program	135.41
35336	08/15/2019	Deluxe Business Forms	0200 - Treasurer	100 General Fund	53.11
35337	08/15/2019	Destiny Software, Inc.	0100 - Board of Supervisors	100 General Fund	4,200.00
35338	08/15/2019	Douglas, City of	2100 - Facilities Managemen	105 Bisbee/Douglas Airport	943.00
35339	08/15/2019	Empire Southwest LLC	1710 - Heavy Fleet Managem	600 Heavy Fleet Managemen	2,113.94
35340	08/15/2019	Fry Fire District	5000 - Health Dept	243 Immunization Program	1,556.05
35341	08/15/2019	GlaxoSmithKline LLC	5000 - Health Dept	100 General Fund	3,858.50
35342	08/15/2019	Dusty Glidewell	0100 - Board of Supervisors	100 General Fund	429.99
35343	08/15/2019	Granite Seed Company	4010 - Highway Dept Admini	251 Highway Fund	10,452.20
35344	08/15/2019	Gregan & Associates	1310 - Legal Advocate	100 General Fund	900.00
35345	08/15/2019	Jennifer E. Gresch	0100 - Board of Supervisors	100 General Fund	200.00
35346	08/15/2019	Health Management Associates, Inc.	5000 - Health Dept	221 Public Health Accreditat	2,676.25
35347	08/15/2019	Hassan M. Hijazi	0810 - Court Administration	100 General Fund	379.92
35348	08/15/2019	Hodges Glass Co Inc	1710 - Heavy Fleet Managem	600 Heavy Fleet Managemen	781.50
35349	08/15/2019	Hodges, William Richard	0700 - Clerk of the Superior	100 General Fund	73.38
35350	08/15/2019	International Chemtex Corporation	2100 - Facilities Managemen	100 General Fund	737.00
35351	08/15/2019	IronHawk Elevator LLC	2100 - Facilities Managemen	100 General Fund	750.00
35352	08/15/2019	Jellison Law Offices, PLLC	0100 - Board of Supervisors	100 General Fund	202.50
35353	08/15/2019	Judd, Peggy S.	0100 - Board of Supervisors	100 General Fund	1,256.28
35354	08/15/2019	JWS Web Design LLC	1800 - IT/Communications	100 General Fund	1,437.50
35355	08/15/2019	Laboratory Corporation of America	0100 - Board of Supervisors	251 Highway Fund	34.00
35356	08/15/2019	Law Office of Stephanie C. Stoltman	1310 - Legal Advocate	100 General Fund	4,600.00
35357	08/15/2019	Law Offices of Christopher Hitchcock	0810 - Court Administration	549 Probate Fees	350.00
35358	08/15/2019	Mack's Auto Parts Inc	1710 - Heavy Fleet Managem	600 Heavy Fleet Managemen	163.06
35359	08/15/2019	MacKinnon, John A.	1900 - Development Service:	100 General Fund	415.27
35360	08/15/2019	Maddux & Sons Inc	4010 - Highway Dept Admini	251 Highway Fund	47,981.57

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35361	08/15/2019	Madrid, Isabel V	0810 - Court Administration	100 General Fund	250.00
35362	08/15/2019	Merck Sharp & Dohme Corp.	5000 - Health Dept	100 General Fund	9,241.36
35363	08/15/2019	Morales, Brenda	0700 - Clerk of the Superior C	100 General Fund	76.05
35364	08/15/2019	NI Government Services Inc	3000 - Sheriff	100 General Fund	221.18
35365	08/15/2019	Nyander, Penny Sue	0810 - Court Administration	100 General Fund	918.80
35366	08/15/2019	OCLC Online Computer Library Center, In	8000 - County Library District	171 County Library	486.35
35367	08/15/2019	Odigwe, Kate Noudi	5000 - Health Dept	243 Immunization Program	112.50
35368	08/15/2019	Peterson, Michael D.	0810 - Court Administration	100 General Fund	410.64
35369	08/15/2019	Pfizer, Inc.	5000 - Health Dept	100 General Fund	3,704.95
35370	08/15/2019	Pima County	1600 - Finance	100 General Fund	39,000.00
35371	08/15/2019	ProForce Law Enforcement	0810 - Court Administration	100 General Fund	5,609.92
35372	08/15/2019	Prudential Overall Supply	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	220.88
35373	08/15/2019	Purcell Tire & Rubber Company	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	10,567.05
35374	08/15/2019	Rebel Services, LLC	2000 - Airport Operations	105 Bisbee/Douglas Airport	1,213.95
35375	08/15/2019	RevolutionaryText, LLC	0810 - Court Administration	100 General Fund	12,250.00
35376	08/15/2019	Runbeck Election Services Inc.	0400 - Recorder	100 General Fund	821.12
35377	08/15/2019	RWC Group	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	1,360.82
35378	08/15/2019	Sanofi Pasteur	5000 - Health Dept	100 General Fund	2,053.16
35379	08/15/2019	Schiff, Laurence	5000 - Health Dept	100 General Fund	2,800.00
35380	08/15/2019	Schlesinger, Aaron	0810 - Court Administration	100 General Fund	1,719.50
35381	08/15/2019	Senergy Petroleum LLC	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	8,910.69
35382	08/15/2019	Sequeiros, Victor M.	0700 - Clerk of the Superior C	100 General Fund	44.01
35383	08/15/2019	Timothy B. Siemsen	5000 - Health Dept	243 Immunization Program	322.56
35384	08/15/2019	Sloan R. King, PhD, LLC	1600 - Finance	100 General Fund	7,500.00
35385	08/15/2019	Snyder, Gregg A	1800 - IT/Communications	100 General Fund	96.00
35386	08/15/2019	Southern Arizona Children's Advocacy Ce	1600 - Finance	100 General Fund	205.00
35387	08/15/2019	Southwest Gas Corporation	2100 - Facilities Managemen	100 General Fund	2,149.72
35387	08/15/2019	Southwest Gas Corporation	2100 - Facilities Managemen	105 Bisbee/Douglas Airport	46.26
35388	08/15/2019	Sparkletts	9000 - School Superintendent	100 General Fund	5.61
35389	08/15/2019	Stan's Fence Co., Inc.	1800 - IT/Communications	400 County Capital Projects	9,586.00
35390	08/15/2019	Steele, Traci H.	0700 - Clerk of the Superior C	100 General Fund	57.36
35391	08/15/2019	Stericycle Inc.	5000 - Health Dept	100 General Fund	1,338.90
35392	08/15/2019	STI-CO Industries, Inc.	1800 - IT/Communications	100 General Fund	531.25
35393	08/15/2019	Sulphur Springs Valley Electric Cooperativ	2100 - Facilities Managemen	100 General Fund	5,651.97
35393	08/15/2019	Sulphur Springs Valley Electric Cooperativ	4010 - Highway Dept Admini:	251 Highway Fund	243.58
35393	08/15/2019	Sulphur Springs Valley Electric Cooperativ	7000 - Solid Waste	505 Solid Waste	2,114.23
35394	08/15/2019	Superior Heating & Cooling	2100 - Facilities Managemen	100 General Fund	400.00
35395	08/15/2019	Supplemental Health Care	5000 - Health Dept	100 General Fund	5,900.50
35396	08/15/2019	Taylor, Matthew A.	0700 - Clerk of the Superior C	100 General Fund	52.02
35397	08/15/2019	Templeman, Douglas D	0810 - Court Administration	100 General Fund	16.24
35398	08/15/2019	The Master's Touch, LLC	0200 - Treasurer	100 General Fund	28,396.32
35399	08/15/2019	Thomson West	0960 - Justice Court	6 100 General Fund	542.17
35400	08/15/2019	Thomson West	1300 - Public Defender	100 General Fund	3,172.88

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35401	08/15/2019	Total Equipment Service and Engineering	1220 - Juvenile Detention	100 General Fund	332.17
35402	08/15/2019	Trachtman, Sean	1800 - IT/Communications	100 General Fund	1,928.50
35403	08/15/2019	Trinity Services Group, Inc.	1220 - Juvenile Detention	100 General Fund	4,603.39
35403	08/15/2019	Trinity Services Group, Inc.	3000 - Sheriff	100 General Fund	82.78
35404	08/15/2019	Tyler Technologies, Inc.	9000 - School Superintendent	278 Small Schools	28,409.48
35405	08/15/2019	United Fire Equipment Company	7000 - Solid Waste	505 Solid Waste	96.35
35406	08/15/2019	Valley Security Service, Inc.	0810 - Court Administration	563 Justice Crt Security Fee	3,995.70
35407	08/15/2019	Valley Telephone Cooperative, Inc.	3000 - Sheriff	100 General Fund	36.58
35408	08/15/2019	VCA Apache Animal Hospital	3000 - Sheriff	205 Sheriff Law Enforcement	48.06
35409	08/15/2019	Verizon Wireless	1600 - Finance	100 General Fund	12,739.61
35410	08/15/2019	Waxie Sanitary Supply	2100 - Facilities Managemen	100 General Fund	644.30
35410	08/15/2019	Waxie Sanitary Supply	3000 - Sheriff	100 General Fund	707.23
35411	08/15/2019	City of Sierra Vista	8000 - County Library District	171 County Library	834.69
35412	08/15/2019	Cochise County Clerk of Superior Court	0700 - Clerk of the Superior	100 General Fund	1,110.94
35413	08/15/2019	Copper Queen Library	8000 - County Library District	171 County Library	26.00
35414	08/15/2019	Correctek, Inc.	5000 - Health Dept	229 Health Reserve Fund	33,760.00
35415	08/15/2019	Pitney Bowes Reserve Account	2100 - Facilities Managemen	100 General Fund	15,000.00
35416	08/15/2019	Remodeling and Repair Systems LLC	2100 - Facilities Managemen	400 County Capital Projects	4,800.00
35417	08/15/2019	Town of Huachuca City	8000 - County Library District	171 County Library	18.75
35418	08/15/2019	Traywick, Catherine Lynn	0200 - Treasurer	100 General Fund	806.09
35419	08/22/2019	A+ Language Services	1350 - Legal Defender	100 General Fund	100.00
35420	08/22/2019	A+ Language Services	1300 - Public Defender	100 General Fund	150.00
35421	08/22/2019	AB STAFFING SOLUTIONS, LLC	5000 - Health Dept	100 General Fund	4,400.00
35422	08/22/2019	Air Evac EMS, Inc.	5000 - Health Dept	100 General Fund	2,975.00
35423	08/22/2019	Alex Espinosa's Bisbee Funeral Home	5000 - Health Dept	100 General Fund	1,207.00
35424	08/22/2019	Jacob Amaru	0100 - Board of Supervisors	100 General Fund	575.06
35425	08/22/2019	Amazon.com LLC	8000 - County Library District	100 General Fund	216.93
35425	08/22/2019	Amazon.com LLC	8000 - County Library District	171 County Library	68.12
35426	08/22/2019	Aqua Life	0920 - Justice Court 2	100 General Fund	16.50
35427	08/22/2019	Arizona Department of Corrections	1710 - Heavy Fleet Managemen	600 Heavy Fleet Managemen	60.00
35427	08/22/2019	Arizona Department of Corrections	1750 - Fleet Management	109 Fleet Management	36.00
35427	08/22/2019	Arizona Department of Corrections	2100 - Facilities Managemen	100 General Fund	347.59
35427	08/22/2019	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	492.26
35428	08/22/2019	Arizona Department of Corrections ASPC	7000 - Solid Waste	505 Solid Waste	66.75
35429	08/22/2019	Arizona Machinery Company, LLC dba Str	1710 - Heavy Fleet Managemen	600 Heavy Fleet Managemen	977.14
35430	08/22/2019	Arizona Medical Waste, LLC	5000 - Health Dept	100 General Fund	298.88
35431	08/22/2019	Arizona Public Service - APS	2100 - Facilities Managemen	100 General Fund	4,526.29
35431	08/22/2019	Arizona Public Service - APS	7000 - Solid Waste	505 Solid Waste	1,806.79
35432	08/22/2019	Arizona Sheriff's Association	3000 - Sheriff	100 General Fund	2,700.00
35433	08/22/2019	Arizona State Land Department	5000 - Health Dept	100 General Fund	2,400.00
35434	08/22/2019	Arizona State Prison Complex	4010 - Highway Dept Admini	251 Highway Fund	7,239.10

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35435	08/22/2019	Arizona Water Company	2100 - Facilities Managemen	100 General Fund	1,086.70
35436	08/22/2019	Arthur J. Gallagher & Co. Insurance Broke	4010 - Highway Dept Admini	251 Highway Fund	125.00
35437	08/22/2019	AZ Association of County School Superint	9000 - School Superintendent	100 General Fund	1,000.00
35437	08/22/2019	AZ Association of County School Superint	9000 - School Superintendent	278 Small Schools	1,600.00
35437	08/22/2019	AZ Association of County School Superint	9000 - School Superintendent	279 Prtnrs in Sci & Math Tech	1,170.00
35438	08/22/2019	Heather Marie Baker	0100 - Board of Supervisors	100 General Fund	535.50
35439	08/22/2019	Baker & Taylor, LLC	8000 - County Library District	171 County Library	242.17
35440	08/22/2019	Banner-University Physicians Healthcare,	0600 - County Attorney	124 Attnry Anti-Racketeering	250.00
35441	08/22/2019	Barnett's Towing LLC	1750 - Fleet Management	109 Fleet Management	517.50
35442	08/22/2019	Benson, City of	2100 - Facilities Managemen	100 General Fund	379.41
35443	08/22/2019	Bisbee Napa	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	870.81
35443	08/22/2019	Bisbee Napa	1750 - Fleet Management	109 Fleet Management	1,595.38
35443	08/22/2019	Bisbee Napa	2100 - Facilities Managemen	100 General Fund	147.41
35444	08/22/2019	Blaine, Aurelia	0100 - Board of Supervisors	100 General Fund	95.08
35445	08/22/2019	Borer, Thomas Edward	0100 - Board of Supervisors	100 General Fund	238.38
35446	08/22/2019	Carahsoft Technology Corporation	1300 - Public Defender	104 Aid to Indigent Defense	2,334.57
35447	08/22/2019	Cardinal Health Inc.	5000 - Health Dept	232 Family Planning	1,227.76
35448	08/22/2019	Cardinal Health Inc.	5000 - Health Dept	243 Immunization Program	1,998.45
35449	08/22/2019	Catholic Community Services Southern Ar	0810 - Court Administration	100 General Fund	523.86
35450	08/22/2019	CEMEX Construction Materials South, LL	4010 - Highway Dept Admini	251 Highway Fund	1,860.37
35451	08/22/2019	Cengage Learning, Inc. dba GALE	8000 - County Library District	171 County Library	231.92
35452	08/22/2019	CenturyLink Communications	1800 - IT/Communications	100 General Fund	2,285.18
35453	08/22/2019	CenturyLink Communications	1100 - Adult Probation	147 Adult Probation Svcs Fee	155.06
35453	08/22/2019	CenturyLink Communications	1200 - Juvenile Court Servic	100 General Fund	63.79
35453	08/22/2019	CenturyLink Communications	1400 - General Government	216 SEACOM Operations	50.60
35453	08/22/2019	CenturyLink Communications	2100 - Facilities Managemen	100 General Fund	75.30
35453	08/22/2019	CenturyLink Communications	3000 - Sheriff	100 General Fund	35.15
35454	08/22/2019	Cintas Corporation No. 445	7000 - Solid Waste	505 Solid Waste	235.87
35455	08/22/2019	City of Sierra Vista	1750 - Fleet Management	109 Fleet Management	13,667.17
35456	08/22/2019	Cloud, Shelly R.	0810 - Court Administration	549 Probate Fees	250.00
35457	08/22/2019	Cochise County JP#3 - Petty Cash	0930 - Justice Court 3	100 General Fund	1,076.04
35458	08/22/2019	Cochise County Treasurer	4010 - Highway Dept Admini	251 Highway Fund	149.42
35459	08/22/2019	Combined Systems, Inc.	3000 - Sheriff	100 General Fund	1,590.00
35460	08/22/2019	Community Bridges, Inc.	5000 - Health Dept	100 General Fund	10,500.00
35461	08/22/2019	Contract Pharmacy Services, Inc.	5000 - Health Dept	100 General Fund	6,987.31
35462	08/22/2019	Copper Queen Community Hospital	0100 - Board of Supervisors	100 General Fund	631.00
35462	08/22/2019	Copper Queen Community Hospital	0100 - Board of Supervisors	109 Fleet Management	65.00
35462	08/22/2019	Copper Queen Community Hospital	0100 - Board of Supervisors	251 Highway Fund	348.00
35462	08/22/2019	Copper Queen Community Hospital	0100 - Board of Supervisors	271 Housing	141.50
35462	08/22/2019	Copper Queen Community Hospital	0100 - Board of Supervisors	505 Solid Waste	593.50
35462	08/22/2019	Copper Queen Community Hospital	5000 - Health Dept	100 General Fund	432.78

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35463	08/22/2019	Courtesy Chevrolet / GMAC	1760 - Fleet - Capital	109 Fleet Management	30,538.93
35464	08/22/2019	CRM of America LLC	7000 - Solid Waste	506 Waste Tire Grant	8,643.10
35465	08/22/2019	David M Waterman dba Law Offices of David M Waterman	0100 - Board of Supervisors	100 General Fund	4,600.00
35466	08/22/2019	Deneke, Buffy	0600 - County Attorney	100 General Fund	63.00
35467	08/22/2019	DePew, Kimberly A.	1900 - Development Service:	100 General Fund	29.29
35468	08/22/2019	Edie, Patricia Ann	1900 - Development Service:	100 General Fund	41.01
35469	08/22/2019	Elfrida Fire District & Ambulance	5000 - Health Dept	100 General Fund	225.00
35470	08/22/2019	Empire Southwest LLC	1710 - Heavy Fleet Managemen	600 Heavy Fleet Managemen	3,209.69
35471	08/22/2019	Environmental Science Corporation	7000 - Solid Waste	505 Solid Waste	328.00
35472	08/22/2019	Ezzo Law	0100 - Board of Supervisors	100 General Fund	1,135.56
35473	08/22/2019	Ferguson Enterprises, Inc.	2100 - Facilities Managemen	100 General Fund	377.25
35474	08/22/2019	Franco, Luz/NJIN Reporting	0100 - Board of Supervisors	100 General Fund	5,084.50
35475	08/22/2019	Freeway Chevron	1750 - Fleet Management	109 Fleet Management	30.56
35476	08/22/2019	Fry Fire District	3000 - Sheriff	205 Sheriff Law Enforcement	666.04
35477	08/22/2019	Gasper, Louis C	0810 - Court Administration	100 General Fund	50.46
35478	08/22/2019	Gaynes, Deborah L	0100 - Board of Supervisors	100 General Fund	1,413.00
35479	08/22/2019	George Medina - George's Upholstery	1750 - Fleet Management	109 Fleet Management	70.78
35480	08/22/2019	Graham County Highway Department	2100 - Facilities Managemen	105 Bisbee/Douglas Airport	2,318.11
35481	08/22/2019	Greene, Patrick K.	1900 - Development Service:	100 General Fund	36.42
35482	08/22/2019	Gregan, Wayne	1900 - Development Service:	100 General Fund	35.26
35483	08/22/2019	Griffith, David Bruce	0100 - Board of Supervisors	100 General Fund	12,180.00
35484	08/22/2019	Griffith, John W	0100 - Board of Supervisors	100 General Fund	2,400.00
35485	08/22/2019	Marcella H. Heiss	0600 - County Attorney	100 General Fund	161.00
35486	08/22/2019	Brian Hogan	5000 - Health Dept	100 General Fund	140.00
35487	08/22/2019	Hubble, Anthony D	0810 - Court Administration	549 Probate Fees	250.00
35488	08/22/2019	Interstate Battery	1750 - Fleet Management	109 Fleet Management	405.29
35489	08/22/2019	Interwest Safety Supply, LLC	4010 - Highway Dept Admini:	251 Highway Fund	4,883.07
35490	08/22/2019	Jim's Electric Inc	1800 - IT/Communications	100 General Fund	1,374.12
35490	08/22/2019	Jim's Electric Inc	1800 - IT/Communications	400 County Capital Projects	1,225.32
35491	08/22/2019	John William Lovell, PC	0100 - Board of Supervisors	100 General Fund	6,235.00
35492	08/22/2019	JWS Web Design LLC	1800 - IT/Communications	100 General Fund	500.00
35493	08/22/2019	Keefe Commissary Network, LLC	3000 - Sheriff	208 Sheriff Inmate Welfare	4,464.30
35494	08/22/2019	Kelly, Peter A.	0100 - Board of Supervisors	100 General Fund	12,382.62
35495	08/22/2019	Law Office of Janelle A. McEachern	0100 - Board of Supervisors	100 General Fund	2,900.00
35496	08/22/2019	Law Office of Joan M Sacramento	0100 - Board of Supervisors	100 General Fund	2,700.00
35497	08/22/2019	Law Office of Sarah Michele Martin	0100 - Board of Supervisors	100 General Fund	6,800.00
35498	08/22/2019	Lopez, George	4010 - Highway Dept Admini:	251 Highway Fund	100.00
35499	08/22/2019	Lowell A. Jensen, PLC	0100 - Board of Supervisors	100 General Fund	3,040.00
35500	08/22/2019	Mack's Auto Parts Inc	1710 - Heavy Fleet Managemen	600 Heavy Fleet Managemen	505.28
35500	08/22/2019	Mack's Auto Parts Inc	1750 - Fleet Management	109 Fleet Management	614.94
35501	08/22/2019	Martzke, James F.	1900 - Development Service:	100 General Fund	72.50

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35502	08/22/2019	McGowan, Mark J.	0100 - Board of Supervisors	100 General Fund	7,400.00
35503	08/22/2019	Merle's Automotive Supply	1750 - Fleet Management	109 Fleet Management	3,113.17
35504	08/22/2019	Midwest Tape	8000 - County Library District	171 County Library	44.98
35505	08/22/2019	Miller, Carmen J.	1900 - Development Service	100 General Fund	51.39
35506	08/22/2019	Pacific Corrugated Pipe dba Arizona Culv	4010 - Highway Dept Admini	251 Highway Fund	29,059.89
35507	08/22/2019	Pitney Bowes Reserve Account	2100 - Facilities Managemen	100 General Fund	10,000.00
35508	08/22/2019	Pitney Bowes, Inc.	2100 - Facilities Managemen	100 General Fund	1,723.38
35509	08/22/2019	PrevenTronics	0810 - Court Administration	100 General Fund	833.75
35509	08/22/2019	PrevenTronics	3000 - Sheriff	203 Jail Enhancement	1,938.63
35509	08/22/2019	PrevenTronics	3000 - Sheriff	208 Sheriff Inmate Welfare	2,034.28
35510	08/22/2019	ProForce Law Enforcement	0810 - Court Administration	100 General Fund	4,674.94
35511	08/22/2019	Prudential Overall Supply	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	298.87
35511	08/22/2019	Prudential Overall Supply	1750 - Fleet Management	109 Fleet Management	538.98
35512	08/22/2019	PTS-Prisoner Transportation Services Am	3000 - Sheriff	100 General Fund	8,833.75
35513	08/22/2019	Purcell Tire & Rubber Company	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	20,062.42
35514	08/22/2019	Red Eye Radiator and DPF Specialists LL	1750 - Fleet Management	109 Fleet Management	847.29
35515	08/22/2019	Rehab Creative, LLC	1800 - IT/Communications	100 General Fund	19,440.00
35516	08/22/2019	Robert J. Zohlmann, Esq.	0100 - Board of Supervisors	100 General Fund	5,140.00
35517	08/22/2019	Rothrock Investigations, LLC	0100 - Board of Supervisors	100 General Fund	1,444.76
35518	08/22/2019	RWC Group	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	3,917.52
35519	08/22/2019	Safelite Autoglass Corp.	1750 - Fleet Management	100 General Fund	349.23
35520	08/22/2019	Sanofi Pasteur	5000 - Health Dept	100 General Fund	2,380.67
35521	08/22/2019	Schlesinger, Aaron	0600 - County Attorney	124 Attrny Anti-Racketeering	14.00
35521	08/22/2019	Schlesinger, Aaron	0810 - Court Administration	100 General Fund	1,927.40
35522	08/22/2019	Schlievert, Scott W.	0100 - Board of Supervisors	100 General Fund	1,845.00
35523	08/22/2019	Sedillos, Lorna Gries	5000 - Health Dept	245 Health Start	100.00
35524	08/22/2019	Senergy Petroleum LLC	1710 - Heavy Fleet Managen	600 Heavy Fleet Managemen	27,679.74
35524	08/22/2019	Senergy Petroleum LLC	1750 - Fleet Management	109 Fleet Management	25,246.27
35525	08/22/2019	Shoemaker, Brad	1750 - Fleet Management	109 Fleet Management	325.00
35526	08/22/2019	Solid Waste Association of North America	7000 - Solid Waste	505 Solid Waste	2,298.00
35527	08/22/2019	Southwest Gas Corporation	4010 - Highway Dept Admini	251 Highway Fund	29.24
35528	08/22/2019	Sparkletts	0100 - Board of Supervisors	100 General Fund	77.81
35528	08/22/2019	Sparkletts	1800 - IT/Communications	100 General Fund	131.74
35528	08/22/2019	Sparkletts	8000 - County Library District	171 County Library	40.07
35528	08/22/2019	Sparkletts	9000 - School Superintendent	100 General Fund	32.48
35529	08/22/2019	Sragins Law Office	0100 - Board of Supervisors	100 General Fund	518.34
35530	08/22/2019	Sprietsma, Joseph D.	1200 - Juvenile Court Servic	100 General Fund	53.34
35530	08/22/2019	Sprietsma, Joseph D.	1200 - Juvenile Court Servic	147 Adult Probation Svcs Fee	26.66
35531	08/22/2019	Stan Greer Millworks	2100 - Facilities Managemen	400 County Capital Projects	4,449.83
35532	08/22/2019	Sulphur Springs Valley Electric Cooperati	2100 - Facilities Managemen	100 General Fund	15,356.20
35532	08/22/2019	Sulphur Springs Valley Electric Cooperati	4010 - Highway Dept Admini	251 Highway Fund	1,247.61

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35532	08/22/2019	Sulphur Springs Valley Electric Cooperativ	7000 - Solid Waste	505 Solid Waste	1,065.29
35533	08/22/2019	Technical Resource Management, Inc.	1200 - Juvenile Court Service	100 General Fund	6.70
35534	08/22/2019	The Law Offices of Harriette P Levitt, PLLC	0100 - Board of Supervisors	100 General Fund	735.59
35535	08/22/2019	The Survey Shop	4010 - Highway Dept Admini	251 Highway Fund	2,503.77
35536	08/22/2019	Thomson West	0810 - Court Administration	151 Law Library	4,078.18
35537	08/22/2019	Thomson West	1350 - Legal Defender	100 General Fund	2,962.03
35538	08/22/2019	Those Guys Auto	1750 - Fleet Management	100 General Fund	182.88
35539	08/22/2019	Tim's Electric LLC	2100 - Facilities Managemen	105 Bisbee/Douglas Airport	387.54
35540	08/22/2019	Tim's Wrecker Service	3000 - Sheriff	100 General Fund	334.00
35541	08/22/2019	Trachtman, Sean	1800 - IT/Communications	100 General Fund	1,242.50
35542	08/22/2019	Tracking Products, Inc.	1750 - Fleet Management	109 Fleet Management	102.00
35543	08/22/2019	True Colors International	9000 - School Superintendent	279 Prtnrs in Sci & Math Techt	514.27
35544	08/22/2019	UniFirst Corporation	7000 - Solid Waste	505 Solid Waste	727.16
35545	08/22/2019	United Fire Equipment Company	1750 - Fleet Management	109 Fleet Management	566.54
35546	08/22/2019	United Truck & Equipment	1710 - Heavy Fleet Managemen	600 Heavy Fleet Managemen	528.34
35547	08/22/2019	Valley Telephone Cooperative, Inc.	3000 - Sheriff	100 General Fund	109.89
35547	08/22/2019	Valley Telephone Cooperative, Inc.	8000 - County Library District	171 County Library	201.79
35548	08/22/2019	Ashely VanFossan	0100 - Board of Supervisors	100 General Fund	100.00
35549	08/22/2019	Verizon Wireless	3000 - Sheriff	100 General Fund	5,928.99
35549	08/22/2019	Verizon Wireless	3000 - Sheriff	200 Financial Crimes Unit	271.63
35549	08/22/2019	Verizon Wireless	3000 - Sheriff	202 HIDTA	117.66
35549	08/22/2019	Verizon Wireless	3000 - Sheriff	205 Sheriff Law Enforcement	464.03
35550	08/22/2019	Vulcan Incorporated	7000 - Solid Waste	505 Solid Waste	1,734.74
35551	08/22/2019	Vulcan Materials	4010 - Highway Dept Admini	251 Highway Fund	5,608.71
35552	08/22/2019	W. R. Ryan Company	1750 - Fleet Management	109 Fleet Management	3,108.38
35553	08/22/2019	Watkins, Nathan F.	1900 - Development Service	100 General Fund	26.68
35554	08/22/2019	Watson Chevrolet Inc	1750 - Fleet Management	109 Fleet Management	1,506.03
35555	08/22/2019	Waxie Sanitary Supply	2100 - Facilities Managemen	100 General Fund	792.01
35555	08/22/2019	Waxie Sanitary Supply	3000 - Sheriff	100 General Fund	926.16
35556	08/22/2019	WIST Office Products Co	0600 - County Attorney	100 General Fund	416.28
35556	08/22/2019	WIST Office Products Co	0600 - County Attorney	124 Attrny Anti-Racketeering	304.59
35557	08/22/2019	Apache Elementary School	9000 - School Superintendent	278 Small Schools	3,000.00
35558	08/22/2019	Arizona Supreme Court	1100 - Adult Probation	149 Adult Prob.Comm.Punish	1,382.97
35558	08/22/2019	Arizona Supreme Court	1100 - Adult Probation	540 Drug Treatment Educatio	35,429.67
35558	08/22/2019	Arizona Supreme Court	1100 - Adult Probation	591 Adult Probation LEARN I	3,261.69
35558	08/22/2019	Arizona Supreme Court	1100 - Adult Probation	592 Transferred Youth	973.00
35558	08/22/2019	Arizona Supreme Court	1200 - Juvenile Court Service	153 Juv.Prob. St. Aid Enhmnt	313.82
35558	08/22/2019	Arizona Supreme Court	1200 - Juvenile Court Service	154 Juv.Prob. Family Counse	2,462.43
35558	08/22/2019	Arizona Supreme Court	1200 - Juvenile Court Service	155 Diversion Intake	12,258.86
35558	08/22/2019	Arizona Supreme Court	1200 - Juvenile Court Service	555 Juvenile Treatment Svcs	6,790.49
35558	08/22/2019	Arizona Supreme Court	1200 - Juvenile Court Service	556 Diversion Consequences	2,951.60

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
35558	08/22/2019	Arizona Supreme Court	1200 - Juvenile Court Service	559 Drug Court/State	1,127.22
35559	08/22/2019	Ash Creek Elementary School District	9000 - School Superintendent	278 Small Schools	3,000.00
35560	08/22/2019	Atomic Nutrition, LLC	5000 - Health Dept	228 W.I.C. Grant	5,624.00
35561	08/22/2019	Bisbee Unified School District #2	9000 - School Superintendent	278 Small Schools	3,000.00
35562	08/22/2019	Bowie Unified School District #14	9000 - School Superintendent	278 Small Schools	3,000.00
35563	08/22/2019	Cochise Elementary School District #26	9000 - School Superintendent	278 Small Schools	3,000.00
35564	08/22/2019	Cochise Private Industry Council, Inc.	1600 - Finance	192 J.T.P.A.	92,857.00
35565	08/22/2019	Double Adobe Elementary School	9000 - School Superintendent	278 Small Schools	3,000.00
35566	08/22/2019	Elfrida Elementary School	9000 - School Superintendent	278 Small Schools	3,000.00
35567	08/22/2019	Grossman & Grossman Ltd	1200 - Juvenile Court Service	154 Juv.Prob. Family Counse	510.00
35568	08/22/2019	Haymore, Troy	3000 - Sheriff	100 General Fund	700.00
35569	08/22/2019	McNeal Elementary School District #55	9000 - School Superintendent	278 Small Schools	3,000.00
35570	08/22/2019	Naco Elementary School District #23	9000 - School Superintendent	278 Small Schools	3,000.00
35571	08/22/2019	Pearce Elementary School District #22-3	9000 - School Superintendent	278 Small Schools	3,000.00
35572	08/22/2019	Pomerene Elementary Sch Dist64	9000 - School Superintendent	278 Small Schools	3,000.00
35573	08/22/2019	San Simon Unified Schools	9000 - School Superintendent	278 Small Schools	3,000.00
35574	08/22/2019	Sparkman Enterprises	2100 - Facilities Managemen	400 County Capital Projects	19,055.00
35575	08/22/2019	St. David Unified School District #21	9000 - School Superintendent	278 Small Schools	3,000.00
35576	08/22/2019	Valley Union High School	9000 - School Superintendent	278 Small Schools	3,000.00
					1,499,673.27

Public Hearings 8.
Community Development

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019
Docket R-19-04 (Zoning Amendment, Minor Land Division) Amendment to the Cochise County Zoning Regulations
Submitted By: Christine McLachlan, Development Services
Department: Adult Probation **Division:**
Presentation: PowerPoint **Recommendation:** Approve
Document Signatures: BOS Signature **# of ORIGINALS** 1
Required **Submitted for Signature:**
NAME of PRESENTER: Christine McLachlan **TITLE of PRESENTER:** Planner II
Mandated Function?: Not Mandated **Source of Mandate or Basis for Support?:**
Docket Number (If applicable): R-19-04

Information

Agenda Item Text:

Adopt Zoning Ordinance 19-07 approving Docket R-19-04, amending the Cochise County Zoning Regulations, adding Article 1721 Minor Land Divisions.

Background:

The proposed Minor Land Division regulations were heard by the Board of Supervisors at a June 11, 2019 work session and by the Cochise County Planning and Zoning Commission at a July 10, 2019 work session. The Planning and Zoning Commission held a public hearing on this item at its regularly schedule August 14, 2019 meeting. The Commission provided unanimous support for a recommendation of approval to the Board of Supervisors.

Department's Next Steps (if approved):

The Cochise County Zoning Regulations will be amended to add Article 1721 Minor Land Divisions.

Impact of NOT Approving/Alternatives:

Minor land divisions will continue to be unregulated by Cochise County Development Services.

To BOS Staff: Document Disposition/Follow-Up:

Please sign and record attached Ordinance and provide a copy to Development Services.

Budget Information

Information about available funds

Budgeted:
Unbudgeted:

Funds Available:
Funds NOT Available:

Amount Available:
Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Staff Memo

Staff Presentation

Ordinance



Cochise County
Community Development
Planning, Zoning and Building Safety Division
Public Programs...Personal Service
www.cochise.az.gov

MEMORANDUM

TO: Cochise County Board of Supervisors
FROM: Christine McLachlan, AICP, Planner II
FOR: Daniel Coxworth, AICP, Development Services Director
SUBJECT: Public Hearing, Docket R-19-04 (Minor Land Division)
DATE: August 27, 2019

I. BACKGROUND AND PROPOSED CHANGES

Docket R-19-04 is a proposed amendment to the Cochise County Zoning Regulations to establish minor land divisions within Cochise County. Minor land division is defined as a division of one parcel into five or fewer parcels, any of which are ten acres or smaller in size. Currently, the County does not regulate this practice and, instead, only records such divisions. An absence of regulation has led to the County-wide proliferation of residential areas that lack basic infrastructure and vehicular access. In addition, many property owners are unable to meet their underlying zoning requirements following improper parcelization, rendering their property unbuildable.

During the June 11, 2019 work session with the Board of Supervisors, staff presented a proposal to add the regulation of minor land division to the Cochise County Zoning Regulations. At that time, staff was directed by the Board to amend the Zoning Regulations to address the regulation of minor land division. Also, staff was directed to conduct stakeholder outreach. Following the direction of the Board, staff provided an informational presentation to local realtors at the July 9, 2019 meeting of the Southeast Arizona Association of Realtors, Inc. In addition, staff is developing a user-friendly permit, brochure and webpage to further educate the general public.

On July 10, 2019, Staff presented draft minor land division regulations to the Planning and Zoning Commission during a scheduled work session. During that meeting, staff received similar direction from the Commission to move forward with the incorporation of minor land division regulations into the Zoning Regulations.

At the August 14, 2019 public hearing, the Planning and Zoning Commission voted 7-0 to forward Docket R-19-04, Minor Land Divisions, with a recommendation of approval to the Board of Supervisors. Staff now proposes adding Article 1721 Minor Land Divisions (Attachment A) to the Cochise County Zoning Regulations.

Planning, Zoning and Building Safety
1415 Melody Lane, Building E
Bisbee, Arizona 85603
520-432-9300
520-432-9278 fax
1-877-777-7958
planningandzoning@cochise.az.gov

Highway and Floodplain
1415 Melody Lane, Building F
Bisbee, Arizona 85603
520-432-9300
520-432-9337 fax
1-800-752-3745
highway@cochise.az.gov
floodplain@cochise.az.gov

II. SUMMARY AND RECOMMENDATION

The regulations contained within Article 1721 are intended to ensure proper processing of minor land divisions within unincorporated Cochise County. Staff is requesting that the Board consider approving the changes as presented.

Sample Motion: *I move to approve Docket 19-04 amending the Cochise County Zoning Regulations adding Article 17 Minor Land Divisions.*

III. ATTACHMENTS

- A. Ordinance to Adopt Article 17 Minor Land Divisions into the Cochise County Zoning Regulations with Exhibit "A" Minor Land Division amendments attached.

COCHISE COUNTY

Minor Land Division Ordinance

Board of Supervisors
August 27, 2019

Cochise County
Development Services



Public Programs...Personal Service

COCHISE COUNTY

What can be regulated?

A minor land division ordinance:

- Requires the disclosure of information regarding legal and physical access as well as necessary utility easements.
- Prohibits the issuance of building permits in unregulated development areas until the ordinance's minimum requirements are met.

Who benefits?

- The community, at-large and future property owners.
- Unregulated development transfers the cost of purchasing and developing property.
- In the short run, immediate buyers pay less but in the long run property values tend to decline and political pressure is exerted on the County to fix problems
- Problems resulting from unregulated development are difficult, time-consuming and costly to correct.



COCHISE COUNTY

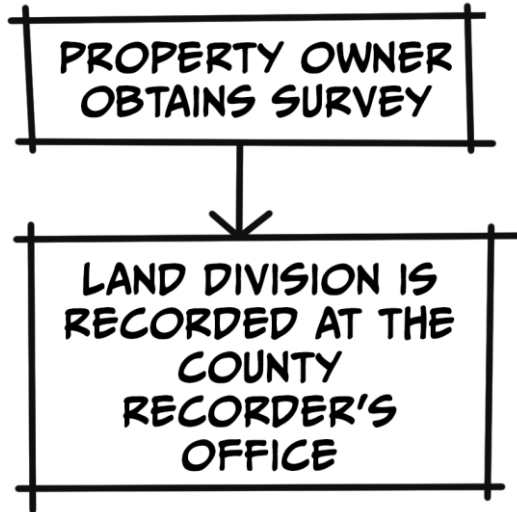
Review Criteria

1. Each newly-created parcel must meet the minimum zoning requirements of the applicable zoning designation.
2. The applicant demonstrates legal access to the lots, parcels or fractional interests.
3. The applicant provides a statement from a licensed surveyor or engineer, or other evidence acceptable to the county, stating whether each lot, parcel or fractional interest has legal and physical access that is traversable by a two-wheel drive passenger motor vehicle.
4. The applicant reserves the necessary and appropriate utility easements to serve each lot, parcel or fractional interest created by the land division.

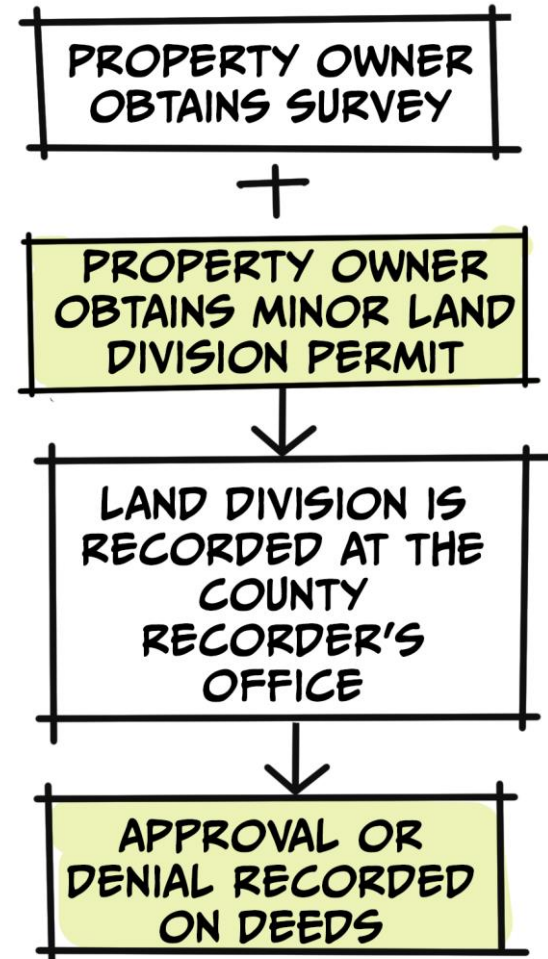


COCHISE COUNTY

Current Process



Proposed Process



COCHISE COUNTY

What is included on the permit?



MINOR LAND DIVISION

COCHISE COUNTY PERMIT

A MINOR LAND DIVISION PERMIT IS REQUIRED WHEN A PARCEL OF LAND, IN UNINCORPORATED COCHISE COUNTY, IS DIVIDED INTO A MAXIMUM OF FIVE (5) LOTS, ANY OF WHICH IS TEN (10) ACRES OR SMALLER IN SIZE.

PENDING THIS APPROVAL, ALL INFORMATION RECEIVED MUST THEN BE RECORDED WITH THE COCHISE COUNTY RECORDER'S OFFICE AT THE APPLICANT'S EXPENSE.

DEVELOPMENT SERVICES DEPARTMENT, BUILDING E • 1415 MELODY LANE • BISBEE, ARIZONA 85603

APPLICANT INFORMATION

Name: _____

Address: _____

Email: _____

Phone: _____

PARCEL INFORMATION

Parcel Number (APN) _____

What is the zoning of the ORIGINAL PARCEL?

Size of ORIGINAL PARCEL (sq. ft. or acreage)

Total number of new PARCELS created

TAX INFORMATION

PROPERTY TAXES MUST BE PAID IN FULL BEFORE A PARCEL CAN BE DIVIDED

Are property taxes paid in full on this parcel?

Yes No

Treasurer's Staff Initials _____

PROCESSING FEES

Two (2) Parcels: \$300
Three (3) Parcels: \$350
Four (4) Parcels: \$400
Five (5) Parcels: \$450

REQUIRED SUBMITTALS

- Verification by Development Services staff of appropriate zoning or an application for rezoning.
- The original deed showing the legal description of the existing parcel.
- A new deed(s) showing a legal description of each proposed parcel, along with any access or utility easements.
- A legal description and survey from a registered surveyor or engineer with dimensions showing existing and future parcel lines, structures, utilities (including septic system, if applicable), fence lines, easements, and location of bordering roads.
- A statement from an Arizona licensed surveyor or engineer, or other evidence acceptable to the County, stating whether each lot, parcel or fractional interest has physical access that is traversable by a two-wheel drive passenger motor vehicle.
- Treasurer's Office staff initials on the Minor Land Division Permit, verifying that the taxes are currently paid in full.
- A non-refundable processing fee.

CERTIFICATION: Applicant hereby certifies that information contained in this application and accompanying plans and documents is true and correct. The owner hereby acknowledges that a minor land division permit application that does not comply with one or more of the items listed in Article 1721 of the Cochise County Zoning Regulations may still have a minor land division permit issued if the applicant signs and records an acknowledgement that no building permit, zoning clearance or use permit will be issued until the lot, parcel or fractional interest meets the minimum noted requirements.

Signature _____

Date _____

Approval Statement:

“Notice is hereby given that the parcels of real estate created by the division recorded pursuant to this document is in conformance with all the provisions of the Minor Land Division Ordinance of Cochise County and meets all statutory requirements for recording.”

Denial Statement:

“Notice is hereby given that the parcel of real estate created by the division recorded pursuant to this document either does not conform to the zoning regulations in force at the time of recordation, does not have adequate provision for access to public utilities, or that no legal access exists in accordance with the provisions of the Minor Land Division Ordinance of Cochise County. In consequence, any and all Cochise County Development permits may be denied until such time as deficiencies relative to this parcel are corrected.”



COCHISE COUNTY

FAQ

Where do I start?

If you a landowner that is interested in a minor land division, let us know! This brochure, as well as our permit and website contain a lot of the information you will need to get started, including a helpful checklist. If you have additional questions, we are here to help.

Where can I find more information?

Be sure to check out our website:

How much does this cost?

2-Lots \$300, 3-Lots \$350, 4-Lots \$400, 5-Lots \$450

Each application shall be accompanied with the processing amount indicated above. Checks are payable to the Cochise County Treasurer.

How long will this process take?

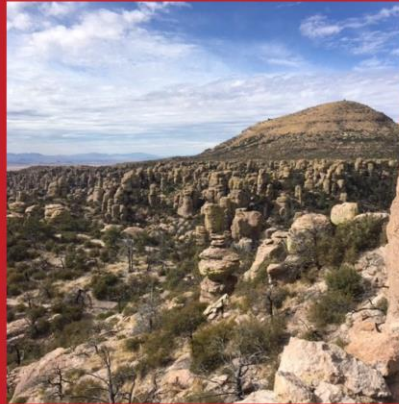
The Development Services Department shall approve, conditionally approve, or deny the application within thirty (30) business days from the date a completed application was filed.

What happens if my application is denied?

Regardless of whether your application is approved or denied, you may still obtain a minor lot division. Be advised that should an applicant choose to record a Minor Land Division survey without a permit approved by the Development Services Department, any deficiencies are required to be noticed in full, detailed description in all deeds. In consequence, any and all Cochise County Development permits may be denied until such time as deficiencies relative to this parcel are corrected

What do I do with this permit?

Simply take the completed, processed Minor Land Division Permit to the County Recorder's Office along with any attached supplementary information. Recordation must occur within six (6) months of the approval by the Development Services Department, or the approval shall become void.



CONTACT US

For more information about minor land division, please contact us!

Main Office
1415 Melody Lane, Building E
Bisbee, AZ 85603
P: 520-432-9300

Sierra Vista Office
4001 E. Foothills Drive
Sierra Vista, AZ 85635
P: 520-432-9300

Benson Office
126 W 5th Street
Benson, AZ 85602
P: 520-586-8180

AUGUST 2019

MINOR LAND DIVISION

INFORMATION GUIDE



Public Programs...Personal Service

COCHISE COUNTY

WHAT IS MINOR LAND DIVISION?

Subdividing property in Cochise County is regulated by the Minor Land Division Regulations and the Cochise County Subdivision Regulations, depending on how many parcels are created by the proposed subdivision as well as the size the parcels.

The minor land division process applies when a large parcel is divided into 5 or fewer smaller parcels, any of which is 10 acres or smaller. The County subdivision process applies when a large parcel is divided into 6 or more smaller parcels, any of which is 36-acres or smaller.

Purpose of the Minor Land Division Process

- Promote orderly growth and sensitive design;
- Provide for adequate roads, utilities, water and wastewater treatment for residential growth;
- Ensure structures are not built in areas that are subject to flooding;
- Divide a large parcel into smaller lots for sale



REQUIREMENTS

Names, addresses, and telephone numbers of all parties of interest to the division

A statement from a registered land surveyor, or other evidence acceptable to the county, stating whether each lot, parcel or fractional interests has physical access that is traversable by a two-wheel drive passenger motor vehicle.

Survey Map: The legal descriptions and map shall be prepared by a Registered Land Surveyor (R.L.S) and comply with all state and County standards in a format acceptable to the County Recorder and shall include:

- A standard engineering scale not to exceed 1" = 200' (one inch equals 200 feet). Scale used must be indicated.
- A north arrow.
- Area and dimensions of all proposed lots, parcels or fractional interests.
- The current zoning of the parcels proposed to be divided.
- A public or private road, or a private driveway easement, as defined by the Cochise County Road Design & Construction Standards & Specifications for Public Improvements shall provide legal access to each parceld by the County Board of Supervisors prior to sale of any of the divided lots.

Location and width of all easements within and bordering the minor land division.

Location, width and designation of roads bordering the property indicating whether they are public or private.

SUBMITTALS

- Verification by Development Services staff of appropriate zoning or an application for rezoning.
- The original deed showing the legal description of the existing parcel.
- A new deed(s) showing a legal description of each proposed parcel, along with any access or utility easements.
- A legal description and survey from a registered surveyor or engineer with dimensions showing existing and future parcel lines, structures, utilities (including septic system, if applicable), fence lines, easements, and location of bordering roads.
- A statement from an Arizona licensed surveyor or engineer, or other evidence acceptable to the County, stating whether each lot, parcel or fractional interest has physical access that is traversable by a two-wheel drive passenger motor vehicle.
- Treasurer's Office staff initials on the Minor Land Division Permit, verifying that the taxes are currently paid in full.
- A non-refundable processing fee.



COCHISE COUNTY

Summary and Recommendations

Planning & Zoning Commission unanimously (7-0) recommended approval at their August 15, 2019 meeting.

Sample Motion: *I move to approve docket R-19-04 amending the Cochise County Zoning Regulations by adding Article 1721 Minor Land Divisions.*



ZONING ORDINANCE 19-__

**TO ADOPT COCHISE COUNTY ZONING REGULATIONS
ARTICLE 17 MINOR LAND DIVISIONS**

WHEREAS, A.R.S. 11-821 et. seq. gives the County Board of Supervisors the authority to adopt zoning regulations to address land use; and

WHEREAS, the Cochise County Board of Supervisors originally adopted Zoning Regulations in Cochise County pursuant to that authority in 1975, and has with periodic modification, maintained them in effect since that time; and

WHEREAS, the Cochise County Board of Supervisors recognizes that amendment to the Zoning Regulations can affect countywide land use patterns and therefore warrants careful consideration of regional impacts; and

WHEREAS, A.R.S. 11-831 et. seq. gives the County Board of Supervisors the authority to adopt ordinances and regulations to allow staff review and approval of land divisions of five or fewer lots, parcels, or fractional interests, any of which is ten acres or smaller in size; and

WHEREAS, the Cochise County Board of Supervisors recognizes the purpose of this ordinance is to provide a minor land division process, which ensures the division of land in compliance with zoning ordinances, has recorded legal access, and does not constitute a subdivision as defined by A.R.S. 11-831.

WHEREAS, on August 27, 2019, the Board of Supervisors held a duly noticed public hearing of the proposed amendments to the Zoning Regulations, hereby known as Docket R-19-04, and attached hereto as "Exhibit A", which amends Article 17 and found them to be in the public interest.

NOW, THEREFORE, BE IT RESOLVED THAT the Cochise County Zoning Regulations shall be amended as contained in "Exhibit A", Article 17 Minor Land Divisions, and is hereby adopted;

ADOPTED by the Cochise County Board of Supervisors this ____ day of _____, 2019.

Peggy Judd, Chairman
Cochise County Board of Supervisors

ATTEST:

Arlethe G. Morrison
Clerk of the Board

APPROVED AS TO FORM:

Christine J. Roberts 8/8/2019

Christine J. Roberts
Civil Deputy County Attorney

EXHIBIT “A”

1721 Minor Land Divisions

1721.01 Intent

The intent of this Ordinance is to provide for the orderly growth and harmonious development of Cochise County by prescribing certain minimum requirements regulating the conditions under which minor divisions of land within Cochise County may be permitted and by establishing a review procedure for minor divisions of land within Cochise County.

1721.02 Purpose

The purpose of this ordinance is to provide a process to divide land into five (5) or fewer lots, tracts, parcels, sites or divisions, any of which is ten (10) acres or smaller in size, with a level of review to ensure the division of land complies with zoning regulations and does not constitute a subdivision of six or more lots as defined by Arizona Revised Statutes (A.R.S.). This ordinance is not intended to prohibit or prevent the division of land as otherwise authorized and permitted by the A.R.S. and Cochise County Zoning Regulations and Subdivision Regulations, but to allow for staff review and approval of minor land divisions.

1721.03 Permit Required

- A. No land may be divided into five or fewer lots, parcels, or fractional interests, any of which is ten acres or smaller, unless a minor land division permit has been issued by Cochise County.
- B. The lots, parcels or fractural interests may not be a part of a County-approved subdivision plat.
- C. Payment of an applicable minor land division fee, in accordance with the adopted fee schedule, is required as a condition of obtaining a minor land division permit.

1721.04 Jurisdiction

The provisions of this ordinance shall apply to all divisions of land located within the unincorporated territory of Cochise County, excluding lands outside the authority of Cochise County.

1721.05 Application Submittals

- A. The applicant must submit a properly completed and filled out minor land division application to the Cochise County Development Services Department along with the associated processing fee and any required supporting documentation for staff review as set forth below.
 - 1. Names, addresses, and telephone numbers of all parties of interest to the division

2. A statement from a registered land surveyor, or other evidence acceptable to the county, stating whether each lot, parcel or fractional interests has physical access that is traversable by a two-wheel drive passenger motor vehicle.
3. Survey Map: The legal descriptions and map shall be prepared by a Registered Land Surveyor (R.L.S) and comply with all state and County standards in a format acceptable to the County Recorder and shall include:
 - a. A standard engineering scale not to exceed 1" = 200' (one-inch equals 200 feet). Scale used must be indicated.
 - b. A north arrow.
 - c. Area and dimensions of all proposed lots, parcels or fractional interests.
 - d. The current zoning of the parcels proposed to be divided.
 - e. A public or private road, or a private driveway easement, as defined by the *Cochise County Road Design & Construction Standards & Specifications for Public Improvements* shall provide legal access to each parcel.
 - 1) A private easement with a minimum width of twenty-four (24) feet. A private easement will be considered legal access only if it runs with the land and expressly allows ingress and egress by any utility company providing services to the new lot or parcel, any provider of emergency services (fire, police, ambulance, etc.) to the new lot or parcel, and any public official (building inspector, health inspector, etc.) requiring ingress and egress to the new lot or parcel in connection with the official's lawful duties.
 - 2) Public roads, to be maintained by Cochise County, shall be constructed to the standards included in the *Road Design & Construction Standards & Specifications for Public Improvements* and then adopted or accepted by the County Board of Supervisors prior to sale of any of the divided lots.
 - f. Location and width of all easements within and bordering the minor land division.
 - g. Location, width and designation of roads bordering the property indicating whether they are public or private.

1721.06 Definitions

- A. "Minor Land Division" means land or lands that are proposed to be divided for purposes of sale or lease into five (5) or fewer lots or parcels.
- B. "Subdivision" or "subdivided lands":
 1. Means improved, or unimproved land or lands divided or proposed to be divided for the purpose of sale or lease, whether immediate or future, into six or more lots, parcels or fractional interests.

2. Includes a stock cooperative, lands divided or proposed to be divided as part of a common promotional plan and residential condominiums as defined by ARS.
- C. "Legal access" means a public right of vehicular ingress and egress between the lots, parcels or fractional interests being created.
 - D. "Minimum applicable county zoning requirements" means the minimum acreage and dimensions of the resulting lot, parcel or fractional interest as required by the County's zoning ordinance.
 - E. "Utility easement" means an easement of a minimum of eight (8) feet in width dedicated to the general public to install, maintain and access sewer, electric, gas and water utilities.

1721.07 Review Criteria

- A. An application to split a parcel of land shall be approved if the following items are submitted for review by the Development Services Department and found to be complete:
 1. Each newly-created parcel must meet the minimum zoning requirements of the applicable zoning designation.
 2. The applicant demonstrates legal access to the lots, parcels or fractional interests.
 3. The applicant provides a statement from a licensed surveyor or engineer, or other evidence acceptable to the county, stating whether each lot, parcel or fractional interest has legal and physical access that is traversable by a two-wheel drive passenger motor vehicle.
 4. The applicant reserves the necessary and appropriate utility easements to serve each lot, parcel or fractional interest created by the land division.

1721.08 Action by the Development Services Department

Upon receipt of the submitted documents, the Development Services Department shall review to determine their completeness. If the application is complete, it shall be date-stamped showing the day it arrived complete. If the submitted documents and information are found to be incomplete or insufficient, the applicant shall be notified of the deficiencies. The application will not be formally accepted for processing until the missing items are submitted.

Upon receipt of the completed application, the Development Services Department shall:

- A. Distribute the submitted application for review and comment to the appropriate departments as deemed necessary by the Development Services Director.

- B. Review the submitted survey map and supplemental information to determine compliance with the Zoning and Subdivision Regulations and prepare its report, which shall include comments received from other departments.
- C. Based on the above findings, the Development Services Director shall then approve, conditionally approve, or deny the application within thirty (30) business days from the date a completed application was filed unless the applicant consents to an extension of the review period in writing. If review of the request is not completed within thirty business days from receipt of the request, the land division shall be deemed approved.
- D. The County may not deny approval of any land division that meets the requirements of this section or where the deficiencies are noticed in the deed. If an applicant chooses to record a minor land division survey without an approved permit, any-and-all deficiencies shall be noticed in the deed including noncompliance with the requirement for legal access and/or noncompliance with applicable zoning regulations.
- E. The County may not require a public hearing on a minor land division request.

1721.09 Permit Recordation

- A. Recordation with Approval - After approval of a Minor Land Division Permit, it shall be recorded at the County Recorder's Office along with any attached supplementary information. Recordation must occur within six (6) months of the approval by the Development Services Department, or the approval shall lapse and become void. If the minor land division permit is approved, the Development Services Director shall enter the following certification on the approved permit:

“Notice is hereby given that the parcels of real estate created by the division recorded pursuant to this document is in conformance with all the provisions of the Minor Land Division Ordinance of Cochise County and meets all statutory requirements for recording.”

- B. Recordation without Approval - Pursuant to the provisions of Arizona Revised Statutes, Section 11-831.C, recordation of a division of land may not be denied for non-compliance with the requirement for legal access or compliance with applicable zoning regulations, however, all such deficiencies are required to be noticed in full, detailed description in all deeds. Should an applicant choose to record a Minor Land Division survey without a permit approved by the Development Services Director, any deficiencies are required to be noticed in full, detailed description in all deeds.

“Notice is hereby given that the parcels of real estate created by the division recorded pursuant to this document either does not conform to the zoning regulations in force at the time of recordation, does not have adequate provision for access to public utilities, or that no legal access exists in accordance with the provisions of the Minor Land Division Ordinance of Cochise County. In consequence, any and all Cochise County Development permits may be denied until such time as deficiencies relative to this parcel are corrected.”

1721.10 Removal of Deficiencies from the Deed

Where access or zoning deficiencies are corrected, through zoning change, variance or acquisition of property for access, it shall be the responsibility of the property owner to remove the deficiencies. All removal of deficiencies shall be subject to the approval of the Development Services Director prior to recording.

1721.11 Acting in Concert

It shall be unlawful for a person or group of persons acting in concert to divide a parcel of land into six (6) or more lots or sell or lease six (6) or more lots by using a series of owners or conveyances in an attempt to avoid the provisions of this ordinance. This provision may be enforced by the County Attorney's Office or the Arizona Department of Real Estate, or both, pursuant to the laws of the State of Arizona.

1721.12 Penalties

Any deficiencies related to legal access or minimum County zoning will not prevent the approval of a Minor Land Division Permit but shall result in the withholding of any Cochise County permits for development until such time as deficiencies relative to the parcels created by the Minor Land Division are corrected. All such deficiencies are required to be noticed in full, detailed description in all deeds.

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019
 Docket R-19-03 (Minor Expedited Subdivisions, Zoning Regulations Update)
Submitted By: Christine McLachlan, Development Services
Department: Adult Probation **Division:**
Presentation: PowerPoint **Recommendation:** Approve
Document Signatures: BOS Signature **# of ORIGINALS** 1
 Required **Submitted for Signature:**
NAME of PRESENTER: Christine McLachlan **TITLE of PRESENTER:** Planner II
Mandated Function?: Not Mandated **Source of Mandate or Basis for Support?:**

Docket Number (If applicable): R-19-03

Information

Agenda Item Text:

Adopt Zoning Ordinance 19-08 approving Docket R-19-03, amending the Cochise County Zoning Regulations to delete all references to the Minor Expedited Residential Subdivision Option contained in the Contents and Articles 6, 7, 8, 9, 10 and 15.

Background:

The Cochise County Planning and Zoning Commission held a public hearing on Docket R-19-03 on August 14, 2019. The Commission provided unanimous support for a recommendation of approval to the Board of Supervisors.

Department's Next Steps (if approved):

The Cochise County Zoning Regulations will be amended as shown in Exhibit A attached to the Ordinance.

Impact of NOT Approving/Alternatives:

The Minor Expedited Subdivision Option was effectively eliminated with the adoption of the 2019 Edition of the Cochise County Subdivision Regulations (Resolution 19-05). If this ordinance is not adopted, the Zoning Regulations will reference a non-existent development option, which could be confusing to future development applicants.

To BOS Staff: Document Disposition/Follow-Up:

Sign and record ordinance and provide a copy to Development Services.

Budget Information

Information about available funds

Budgeted: **Funds Available:** **Amount Available:**
Unbudgeted: **Funds NOT Available:** **Amendment:**

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Staff Memo

Staff Presentation

Ordinance

Exhibit B



Cochise County
Community Development
Planning, Zoning and Building Safety Division
Public Programs...Personal Service
www.cochise.az.gov

MEMORANDUM

TO: Cochise County Board of Supervisors
FROM: Christine McLachlan, AICP, Planner II
FOR: Daniel Coxworth, AICP, Development Services Director
SUBJECT: Public Hearing, Docket R-19-03 (Removal of Zoning References to Expedited Subdivisions)
DATE: August 27, 2019

I. BACKGROUND AND PROPOSED CHANGES

Docket R-19-03 is a proposed amendment to the Contents, and Articles 6, 7, 8, 9, 10 and 15 of the Cochise County Zoning Regulations.

On June 25, 2019, the Cochise County Board of Supervisors voted to repeal and replace the Cochise County Subdivision Regulations, adopted December 18, 1974, with the 2019 Edition of the Cochise County Subdivision Regulations. The newly adopted edition of the subdivision regulations repealed all future use and mention of the Minor Expedited Residential Subdivision Option. Minor Expedited Residential Subdivision regulations were previously considered one of the conservation subdivision options. Conservation subdivision options are included in our subdivision regulations to provide a greater latitude of subdivision design in order to conserve land. The flexibility of conservation subdivisions tends to provide a greater economic return to developers due to associated density bonuses, decreased grading and more efficient servicing of the subdivision with utilities, streets, and other essential services.

The Minor Expedited Residential Subdivision Option strictly applied to proposed subdivisions with twenty (20) or fewer lots, which could be increased to twenty-seven (27) lots with density bonuses. This option was removed due to a perceived failure to promote the intent of conservation subdivisions, which is innovative site planning in harmony with the natural features of the site in order to encourage conservation of land for subdivision residents and as well as the general public.

The Minor Expedited Residential Subdivision Option is specifically referenced within the Contents, and Articles 6, 7, 8, 9, 10 and 15 of the Cochise County Zoning Regulations. To come into compliance with the recent changes to the Subdivision Regulations, Staff recommends the additions and deletions (underlined, italicized areas are new additions, strikethrough are deletions), as indicated in Exhibit "A" of this docket.

Planning, Zoning and Building Safety
1415 Melody Lane, Building E
Bisbee, Arizona 85603
520-432-9300
520-432-9278 fax
1-877-777-7958
planningandzoning@cochise.az.gov

Highway and Floodplain
1415 Melody Lane, Building F
Bisbee, Arizona 85603
520-432-9300
520-432-9337 fax
1-800-752-3745
highway@cochise.az.gov
floodplain@cochise.az.gov

At the August 14, 2019 public hearing, the Commission voted 7-0 to forward Docket R-19-03, Removal of Zoning References to Expedited Subdivisions, with a recommendation of approval to the Board of Supervisors. Staff now proposes amending the Contents, and Articles 6, 7, 8, 9, and 15, as shown in Exhibit B, to the Cochise County Zoning Regulations.

II. SUMMARY AND RECOMMENDATION

Staff is requesting that the Board consider approving the changes to the Cochise County Zoning Regulations, as presented.

Sample Motion: *I move to approve Docket R-19-03 amending the Cochise County Zoning Regulations with text changes to the Contents, and Articles 6, 7, 8, 9, 10 and 15.*

III. ATTACHMENTS

- A. Ordinance Amending the Contents and Articles 6, 7, 8, 9, 10, 15 of the Cochise County Zoning Regulations
- B. Exhibit "B" Strike-through and underline of the Contents and Articles 6, 7, 8, 9, 10, 15 of the Cochise County Zoning Regulations

COCHISE COUNTY

**Zoning Amendment
Repeal of References to Minor
Expedited Residential Subdivisions**

Board of Supervisors
August 27, 2019

Cochise County
Development Services



Public Programs...Personal Service

COCHISE COUNTY

What was Minor Expedited Residential Subdivision?

Any proposed subdivision with 20 or fewer lots

- No processing fees
- Only one plat required
- Drainage report instead of Hydrology and Hydraulic Study
- No traffic analysis required
- No off-site road improvements required except for road apron connections
- No second means of access from a public road required
- Flexible lot sizes
- Prohibited construction in floodplains, except for road crossings
- Density bonus eligible
- Faster to process than a traditional subdivision



COCHISE COUNTY

Issues

Not addressing minor land divisions (2-5 parcel splits) combined with an overuse of the Minor Expedited Residential Subdivision option has resulted in:

- A lack of on- and off-site road improvements
- Poor access management
- Substandard residential development pattern
- Developer subsidies by the general public



COCHISE COUNTY

Work to Date

On June 25, 2019 the 2019 Edition of the Cochise County Subdivision Regulations was adopted. The Minor Residential Expedited Subdivision option was eliminated.

This proposed ordinance eliminates all references to the Minor Residential Expedited Subdivision contained in the Zoning Regulations.

Minor land division regulations (Docket R-19-04) are proposed.



COCHISE COUNTY

Changes to the Zoning Regulations

The Contents, and Articles 6, 7, 8, 9, 10 and 15 of the Cochise County Zoning Regulations are proposed to be revised as follows:

1004.07 ~~Minor Expedited Residential~~ Alternative Conservation Subdivision Option

Pursuant to the Cochise County Subdivision Regulations, ~~Minor Expedited Residential Subdivision~~ and the Residential Conservation Subdivision ~~options~~ option, providing a wider latitude of design, more economic use of land and density bonuses ~~are~~ is available for development of residential subdivisions.

~~1507 Residential Minor Expedited Subdivision Option~~

~~Pursuant to the Cochise County Subdivision Regulations, the Minor Expedited Subdivision is available when subdividing 20 lots or fewer.~~



COCHISE COUNTY

Summary/Recommendations

Planning & Zoning Commission unanimously (7-0) recommended approval at their August 15, 2019 meeting.

Sample Motion: I move to approve docket R-19-03 amending the Cochise County Zoning Regulations by repealing all references to the minor expedited residential subdivision options contained in the Contents, Articles 6, 7, 8, 9, 10, and 15.



ZONING ORDINANCE 19-___
(Docket R-19-03)

**AMENDING THE CONTENTS AND ARTICLES 6, 7, 8, 9, 10, 15 OF THE
COCHISE COUNTY ZONING REGULATIONS**

WHEREAS, A.R.S. 11-821 et. seq. gives the County Board of Supervisors the authority to adopt zoning regulations to address land use; and

WHEREAS, the Cochise County Board of Supervisors originally adopted Zoning Regulations in Cochise County pursuant to that authority in 1975, and has with periodic modification, maintained them in effect since that time; and

WHEREAS, the Cochise County Board of Supervisors recognizes that amendment to the Zoning Regulations can affect countywide land use patterns and therefore warrants careful consideration of regional impacts; and

WHEREAS, the Contents and Articles 6, 7, 8, 9, 10 and 15 of the Zoning Regulations currently reference a Minor Expedited Residential Subdivision Option; and

WHEREAS, on June 25, 2019, the Board of Supervisors held a duly noticed public hearing in which the Cochise County Subdivision Regulations, 2019 Edition, were adopted and the Minor Expedited Residential Subdivision Option was concurrently eliminated and found them to be in the public interest.

WHEREAS, on August 27, 2019, the Board of Supervisors held a duly noticed public hearing of the proposed amendments to the Zoning Regulation, hereby known as Docket R-19-03, and attached hereto as "Exhibit A" which will amend all references to the Minor Expedited Residential Subdivision Option contained within the Contents and Articles 6, 7, 8, 9, 10, 15 and found them to be in the public interest.

NOW, THEREFORE, BE IT RESOLVED THAT by the Board of Supervisors of Cochise County, Arizona that the Cochise County Zoning Regulations shall be amended as contained in "Exhibit B";

ADOPTED by the Cochise County Board of Supervisors this ____ day of _____, 2019.

Peggy Judd, Chairman
Cochise County Board of Supervisors

ATTEST:

APPROVED AS TO FORM

Arlethe Rios
Clerk of the Board

Britt Hanson

Britt Hanson
Chief Civil Deputy County Attorney

EXHIBIT “B”

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604.07 Minor Expedited Residential Alternative Conservation Subdivision Option

Pursuant to the Cochise County Subdivision Regulations, ~~Minor Expedited Residential Subdivision and~~ *the* Residential Conservation Subdivision ~~options~~ *option*, providing a wider latitude of design, more economic use of land and density bonuses ~~are~~ *is* available for development of residential subdivisions.

704.07 Minor Expedited Residential Alternative Conservation Subdivision Option

Pursuant to the Cochise County Subdivision Regulations, ~~Minor Expedited Residential Subdivision and~~ *the* Residential Conservation Subdivision ~~options~~ *option*, providing a wider latitude of design, more economic use of land and density bonuses ~~are~~ *is* available for development of residential subdivisions.

804.07 Minor Expedited Residential Alternative Conservation Subdivision Option

Pursuant to the Cochise County Subdivision Regulations, ~~Minor Expedited Residential Subdivision and~~ *the* Residential Conservation Subdivision ~~options~~ *option*, providing a wider latitude of design, more economic use of land and density bonuses ~~are~~ *is* available for development of residential subdivisions.

904.07 Minor Expedited Residential Alternative Conservation Subdivision Option

Pursuant to the Cochise County Subdivision Regulations, ~~Minor Expedited Residential Subdivision and~~ *the* Residential Conservation Subdivision ~~options~~ *option*, providing a wider latitude of design, more economic use of land and density bonuses ~~are~~ *is* available for development of residential subdivisions.

1004.07 Minor Expedited Residential Alternative Conservation Subdivision Option

Pursuant to the Cochise County Subdivision Regulations, ~~Minor Expedited Residential Subdivision and~~ *the* Residential Conservation Subdivision ~~options~~ *option*, providing a wider latitude of design, more economic use of land and density bonuses ~~are~~ *is* available for development of residential subdivisions.

1507 Residential Minor Expedited Subdivision Option

~~Pursuant to the Cochise County Subdivision Regulations, the Minor Expedited Subdivision is available when subdividing 20 lots or fewer.~~

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019
Public Health Emergency Preparedness Program
Submitted By: Ray Falkenberg, Health & Social Services
Department: Health & Social Services
Presentation: No A/V Presentation
Document Signatures: BOS Signature NOT Required

Recommendation: Approve
of ORIGINALS Submitted for Signature: 0

NAME of PRESENTER: Greg McQuaide
Mandated Function?: Not Mandated

TITLE of PRESENTER: PHEP Coordinator
Source of Mandate or Basis for Support?:

You will use this Agenda Item template if your item involves a Grant (whether a new or renewal grant). You also must attach the Grant Approval Form to the item before Finance will approve it. Select the SPECIAL LINKS on your left-hand menu and Click on "Grant Approval Form". Then complete the form, save it and attach it to your item (on the Attachments tab).

Information

Agenda Item Text:

Approve the Arizona Department of Health Services IGA contract # ADHS17-133164 A6 for the Public Health Emergency Preparedness Program, between the Arizona Department of Health Services and Cochise Health & Social Services, in the amount of \$237,293, effective July 1, 2019 and ending June 30, 2020.

Background:

This Public Health Emergency Preparedness (PHEP) Grant is the continuation of the Cooperative Agreement between ADHS and the County for the grant year beginning July 1, 2019 and ending June 30, 2020. A New Purchase Order will follow shortly. This is an original contract between the Arizona Department of Health Services and Cochise Health & Social Services and encompasses Budget Period 1.

Department's Next Steps (if approved):

Finalize and return IGA.

Impact of NOT Approving/Alternatives:

The PHEP program will not be able to complete the associated Public Health Emergency Preparedness Deliverables for Budget Period 1.

To BOS Staff: Document Disposition/Follow-Up:

Return the IGA with County Attorney's signature to department.

Budget Information

Information about available funds

Budgeted: **Funds Available:** **Amount Available:** 237293
Unbudgeted: **Funds NOT Available:** **Amendment:**

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 2020

One-time Fixed Costs? (\$\$\$):

Ongoing Costs? (\$\$\$):

County Match Required? (\$\$\$):

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$): 114149

Source of Funding?:

Fiscal Impact & Funding Sources (if known):

Attachments

[Grant Approval Form](#)

[Exec Summary](#)

[IGA](#)



COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator:

Date Prepared:

Point of Contact:

Phone Number:

Department:

PRIMARY GRANT

Primary Grantor:

CFDA:
www.CFDA.gov

Grant Title:

Grant Term From:

To:

Total Award Amount:

New Grant: Yes No

Grant No:

Amendment: Yes No

Amendment No:

GL Account No:

If new, Finance will assign a fund number.

Strategic Plan:

District:

Mandated by Law

Yes

No

Number of Positions Funded:

Asset(s) Acquired:

Grantor's reimbursement mileage rate:

Health or pension reimbursement:

Other reimbursement:

Briefly describe the purpose of the grant:

If this is a mandated service, cite the source. If not mandated, cite indications of local customer support for this service.

PRIMARY FUNDING SOURCE

Funding Year: Federal Funds 332.100

State Funds 336.100

County Funds 391.000

Other Funds:

Total Funds:

Has this amount been budgeted? Yes No

Method of collecting funds: Lump Sum Quarterly Draw Reimbursement

Is revertment of unexpected funds required at the end of grant period? Yes No

(a) Total indirect (A-87) Cost Allocation:

(b) Amount of overhead allowed by grant:

County Subsidy (a) - (b) =

Is there a Secondary Grant Award associated with this Grant? Yes No

Name of Grant: Funder:

If yes please complete an additional grant approval form.

Is County match required? Yes No

County match source:

County match dollar amount or percentage:

NOTE: Please attach this Grant Approval form to the AgendaQuick item. The AgendaQuick "Grant Approval template" must be used. Once approved by the Board of Supervisors, the department is responsible for sending a copy of the fully executed GRANT DOCUMENT (not this approval form) to the Finance Department.

Executive Summary Form

Agenda Number: 4709

Recommendation:

Approve the Arizona Department of Health Services IGA contract # ADHS17-133164 A6 for the Emergency Preparedness Program, between the Arizona Department of Health Services and Cochise Health & Social Services, in the amount of \$237,293, effective July 1, 2019 and ending June 30, 2020.

Background:

This Public Health Emergency Preparedness (PHEP) Grant is the continuation of the Cooperative Agreement between ADHS and the County for the grant year beginning July 1, 2019 and ending June 30, 2020. A New Purchase Order will follow shortly. This is an original contract between the Arizona Department of Health Services and Cochise Health & Social Services and encompasses Budget Period 1.

Fiscal Impact & Funding Sources:

Grant Title	Contract #	Amount	Salaries + ERE's	Authorized Overhead	A-87 OH @50.57%	Net Co. Subsidy
PHEP	ADHS 17-133164	\$237,293	\$225,725	\$0	\$114,149	\$114,149

Next Steps/Action Items/Follow-up:

Your approval is respectfully requested.

Impact of Not Approving:

The PHEP program will not be able to complete the associated Public Health Emergency Preparedness Deliverables for Budget Period 1.

Prepared by:
Gregory McQuaide
Public Health Emergency Preparedness
Program Director
August 6, 2019



INTERGOVERNMENTAL AGREEMENT(IGA) AMENDMENT

**ARIZONA DEPARTMENT OF
HEALTH SERVICES**
150 North 18th Avenue, Suite 260
Phoenix, Arizona 85007

Agreement No: ADHS17-133164

Amendment No: 6

Procurement Officer:
Ted Cooper

Emergency Preparedness Program

Effective upon signature, it is mutually agreed that the Agreement referenced above is amended as follows:

1. Pursuant to Terms and Conditions, Provision 6. Contract Changes, Section 6.1 Amendments, Purchase Orders and Change Orders, the following changes are in effect upon signature.
 - 1.1 The Scope of Work is revised to add the Scope of Work of this Amendment Six (6).
 - 1.2 The Contract Price Sheet is revised to include the Price Sheet of this Amendment Six (6).
 - 1.3 Attachment A is added to the Scope of Work of this Amendment Six (6).

All other provisions shall remain in their entirety.

Cochise County			CONTRACTOR SIGNATURE		
Contractor Name			Contractor Authorized Signature		
1415 W. Melody Lane - Building A			Printed Name		
Address			Deputy Director		
Bisbee	AZ	85603	Title		
City	State	Zip	This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory.		
CONTRACTOR ATTORNEY SIGNATURE			State of Arizona		
Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona.			Signed this _____ day of _____ 2019		
Signature		Date	Procurement Officer		
Printed Name					
Attorney General Contract No. ADHS17-133164, which is an 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.					
Signature		Date			
Assistant Attorney General					
Printed Name:					



INTERGOVERNMENTAL AGREEMENT(IGA) AMENDMENT

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Agreement No: ADHS17-133164

Amendment No: 6

Procurement Officer:
Ted Cooper

1. BACKGROUND

- 1.1. The Arizona Department of Health Services (ADHS) receives supplemental funding from the Centers for Disease Control and Prevention (CDC) to further develop and enhance the State of Arizona, Bureau of Public Health Emergency Preparedness (PHEP). These funds are used to support the development and implementation of Tasks in this Scope of Work. The ADHS has determined that the most expeditious methodology to enhance these Tasks is to partner with the County Health Departments.
- 1.2. ADHS continues to look at ways to expand our preparedness capabilities based on our Five-Year Plan and the Capability planning Guide (CPG) data. Based on that information and the guidance set forth by the Center for Disease Control (CDC) ADHS has developed this PHEP grant agreement.

2. OBJECTIVE

- 2.1. Through the implementation of strategies and activities during the project period, strengthen the readiness of the community to prepare for, respond to, and recover from a public health emergency and/or disaster.
- 2.2. Sub-recipients of PHEP funds are expected to enhance the readiness of local public health by participating in activities that advance and document progress across six domains.

3. SCOPE OF WORK

- 3.1. The Scope of Work is outlined in the following Provision Four (4). Tasks.
- 3.2. In addition, the Annual Performance Requirements are outlined in the Attachment A incorporated herein. Attachment A will change every year, as well as the estimated budget for the period of July 1st through June 30th.
- 3.3. The Contractor shall submit a detailed Budget based upon their estimated cost associated with continuation of the programmatic Annual Performance Requirements through the Contract period, unless terminated, canceled or extended as otherwise provided herein. This Budget shall be submitted in the online Budget Tool format as provided by PHEP. The Contractor shall have the flexibility of making adjustments to the Budget categories of the budgeted amount provided on the approved budget. However, any change shall be requested in writing on the Budget Tool and shall not be implemented until approved electronically by the ADHS. It is the responsibility of the Contractor to coordinate and manage funds under this Contract.
- 3.4. Additional tasks, reporting, deliverables and program information can be found in Attachment A; Grant Guidance – Budget Period 1

4. TASKS

The Contractor shall:

- 4.1. Maintain a person appointed as liaison and PHEP coordinator for this grant funding;
- 4.2. Maintain a detailed plan for 24/7 response to Public Health Emergencies along the guidelines and deliverables for the current year;
- 4.3. Maintain a timeline for the development of county-wide plans for Public Health Emergencies,



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Procurement Officer:
Ted Cooper

preparedness for a mass casualty incident event, infectious disease outbreak, or other public health emergency;

- 4.4. Maintain a timeline and a plan to identify personnel to be trained, to receive and distribute critical stockpile items and manage a mass distribution of vaccine and/or antibiotics on a twenty-four (24) hours a day, seven (7) days a week basis;
- 4.5. Maintain a plan to receive and evaluate urgent disease reports from all parts of the jurisdiction on twenty-four (24) hours a day, seven (7) days a week basis. Maintenance of the plan shall include participation in state-wide electronic disease surveillance initiatives;
- 4.6. Maintain a plan to enhance risk communication and information dissemination to educate the public regarding exposure risks and effective public response;
- 4.7. Submit an annual Budget based upon the cost reimbursement budgetary guidelines and the Budget Tool posted on the Arizona Health Alert Network (AzHAN) document library;
- 4.8. Submit the completed Budget on or before a date determined annually by the CDC and the ADHS;
- 4.9. Be advised by correspondence from the ADHS PHEP on the available funding amounts on or before June 30th;
- 4.10. The funding shall be based on required critical and enhanced capacities for the Contractor's geographical area; and
- 4.11. Prepare and submit a detailed budget for the period of July 1st through the following June 30th of each Budget year. The Contractor shall meet all reporting requirements for federal funding, including those years in which a match requirement is established.

5. ANNUAL PERFORMANCE REQUIREMENTS

The Contractor shall:

- 5.1. Perform the requirements as outlined in the Attachment A, Deliverables;
- 5.2. Attend ADHS Sponsored Grant Meetings (two (2) events annually);
- 5.3. Attend Healthcare Coalition Meetings
 - 5.3.1. Recommend participation by the designated preparedness coordinator or representative during HCC meetings (regions listed below). These meetings provide an opportunity for collaboration with healthcare facilities, county, state, tribal, and other response partners.
 - 5.3.1.1. Coalitions shall continue to plan, develop, and maintain memorandums of understanding (MOU) to share assets, personnel and information; and
 - 5.3.1.2. Coalitions shall develop plans to unify ESF-8 management of healthcare during a public health emergency, and integrate communication with jurisdictional command in the area.
 - 5.3.2. Regions are defined as follows:



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Amendment No: 6

Procurement Officer:
Ted Cooper

5.3.2.1. Northern Region:

5.3.2.1.1. County Representatives: Apache, Coconino, Navajo, and Yavapai

5.3.2.1.2. Tribal Representatives: Hopi Tribe, Kaibab-Paiute Tribe & Navajo Nation

5.3.2.2. Western Region:

5.3.2.2.1. County Representatives: La Paz, Mohave and Yuma

5.3.2.2.2. Tribal Representatives: Colorado River Indian Tribe & Fort Mojave Indian Tribe, Cocopah Tribe and Fort Yuma Quechan Tribe

5.3.2.3. Central Region:

5.3.2.3.1. County Representatives: Gila, Maricopa and Pinal

5.3.2.3.2. Tribal Representatives: Gila River Indian Community, San Carlos Apache Tribe, White Mountain Apache Tribe and Salt River Pima-Maricopa Indian Community.

5.3.2.4. Southern Region:

5.3.2.4.1. County Representatives: Cochise, Graham, Greenlee, Pima, and Santa Cruz.

5.3.2.4.2. Tribal Representatives: Pascua Yaqui Tribe and Tohono O’odham Nation.

6. FINANCIAL REQUIREMENTS

6.1. Match Requirement

6.2. The PHEP award requires a ten percent (10%) “in-kind” or “soft” match from all the grant participants. Each recipient must include in their budget submission the format they will use to cover the match and method of documentation. Failure to include the match formula will preclude funding. ADHS may not award a contract under this program unless the local jurisdiction agrees that, with respect to the amount of the cooperative agreement allocated by ADHS, the local jurisdiction will make available non-federal contributions in the amount of 10% (\$1 for each \$10 of federal funds provided in the cooperative agreement) of the award, whether provided through financial or direct assistance. Match may be provided directly or through donations from public or private entities and may be in cash or in kind, fairly evaluated, including plant, equipment or services. Amounts provided by the federal government or services assisted or subsidized to any significant extent by the federal government may not be included in determining the amount of such non-federal contributions. Documentation of match, including methods and sources, must be included in sub-recipient budgets each budget period, include calculations for both financial assistance and direct assistance, follow procedures for generally accepted accounting practices, and meet audit requirements.

6.2.1. Total Direct costs - Show the direct costs by listing the totals of each category, including salaries and wages, fringe benefits, consultant costs, equipment, supplies, travel, other, and contractual costs. Provide the total direct costs within the budget.



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Amendment No: 6

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6.2.2. Total Indirect Costs - To claim indirect costs, the applicant organization must have a current approved indirect cost rate agreement established with the cognizant federal agency. A copy of the most recent indirect cost rate agreement must be provided with the application. Indirect cost percentage cannot exceed the state rate of 23%.

6.2.3. Indirect Costs - To claim indirect costs, the applicant organization must have a current approved indirect cost rate agreement established with the cognizant federal agency. A copy of the most recent indirect cost rate agreement must be provided with the application.

6.2.3.1. If the applicant organization does not have an approved indirect cost rate agreement, costs normally identified as indirect costs (overhead costs) can be budgeted and identified as direct costs.

6.3. Inventory

Upon request, local jurisdictions will provide an inventory list to ADHS. The inventory list shall include all equipment purchased. Items over \$5,000 will require an ADHS asset tag.

6.4. Budget Allocation and Work Plan

6.4.1. The Contractor shall complete the budget tool provided by ADHS, and return to ADHS for review and approval. Funding will not be released until the budget has been approved by ADHS; and

6.4.2. All activities and procurements funded through the PHEP grant shall be aligned with the budget/spend plan and work plan. These tools shall help the Contractor reach the goals and objectives outlined in the Capability Deliverables section of this document.

6.5. Grant Activity Oversight

6.5.1. Each PHEP grant recipient shall maintain an appointed Preparedness Coordinator that will be responsible for oversight of all grant related activities. The Coordinator shall be the main point of contact in regards to the grant. The Coordinator shall work closely with ADHS to ensure all deliverables and requirements are met: and

6.5.2. Pursuant to, and in compliance with, Standard Operating Procedures for Monitoring, ADHS shall coordinate with the appointed Preparedness Coordinator responsible for oversight of grant act to include compliance with sub-recipient monitoring.

6.6. Failure to meet the performance measures or deliverables may result in withholding from a portion of subsequent awards.

7. EXERCISE Recommendations

7.1. MULTI-YEAR TRAINING AND EXERCISE PLAN (MYTEP) PHEP-HPP capabilities (and grant funded training/exercises).

The Contractor shall:

7.1.1. Participate in the Statewide Training and Exercise Planning Workshop/Webinar;



INTERGOVERNMENTAL AGREEMENT(IGA) AMENDMENT

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7.1.2. Update and maintain a Multi-Year Training and Exercise Plan, inclusive dates are July 01, 2019 through June 30, 2024. Multi-Year plan shall be provided to ADHS upon request; and

7.1.3. Exercise and trainings shall meet implementation criteria and follow evaluation guidance. All grant funded trainings and exercises must be gap based. Gap based indicates an area of a capability to be built, or an area of improvement from a previous exercise/real-world response, address jurisdictional or local risk assessment, or other source (e.g. CPG data) to support achieving operational readiness.

7.2. EXERCISE IMPLEMENTATION CRITERIA

Homeland Security Exercise and Evaluation Program. The contractor shall:

7.2.1. Conduct preparedness exercises when appropriate, in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP) fundamentals including:

7.2.1.1. Exercise Design and Development;

7.2.1.2. Exercise Conduct;

7.2.1.3. Exercise Evaluation; and

7.2.1.4. Improvement Planning.

7.2.2. Find more information on the April 2013 HSEEP guidelines and exercise policy available at https://preptoolkit.fema.gov/documents/1269813/1269861/HSEEP_Revision_Apr13_Final.pdf/65bc7843-1d10-47b7-bc0d-45118a4d21da.

7.2.3. Assure provisions and needs of at-risk individuals are included within the design of exercises. The Contractor shall report on the strengths and areas for improvement identified through the coalition based exercise After Action Report and Improvement Plan (AAR/IP). To learn more about the U.S. Department of Health and Human Services' definition of "at-risk" population visit this website: <https://www.phe.gov/Preparedness/planning/abc/Pages/atrisk.aspx>

7.2.4. Exemption: A real incident may be substituted for a qualifying coalition based exercise; however the after- action report (AAR) shall document how the HCC members met qualifying criteria (both implementation and evaluation criteria).This scenario will be discussed on an as-requested basis.

7.3. EXERCISE EVALUATION CRITERIA

The Contractor Shall:

7.3.1. PHEP-funded exercises will address and list applicable Public Health Emergency Preparedness (PHEP) Capabilities in all qualifying exercises.

7.3.1.1. Qualifying exercises at a minimum shall include the community emergency management partner and/or incident management, the community public health partner, the health care coalition, and the EMS agency during the design, development, and implementation;

7.3.1.2. Ensure the functional needs of at-risk individuals are included in response and are identified and addressed in operational plans;

7.3.1.3. After Action Reports/IP;



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7.3.1.4. After Action Reports shall be submitted to ADHS within 120 days or no-later-than the end of year report, whichever comes first;

7.3.1.5. The contractor shall participate in ADJHS sponsored events throughout BP1 (July 1, 2019 through June 30, 2020).

8. REPORTING DELIVERABLES

Progress on the deliverables, performance measures and activities funded through the PHEP/HPP grant shall be reported in a timely manner to ensure ADHS has adequate time to compile the information and prepare it for submission at the federal level.

8.1. Mid-Year Report (dates covered: July 1 – December 31)

8.1.1. ADHS shall send out the Mid-Year Report template within thirty (30) days of the Due Date.

8.1.2. Due Date to be determined at the time of sending out the Mid-Year template.

8.2. ADHS shall provide the Performance Measures templates (if applicable) in advance of the Due Date.

8.3. The Contractor shall provide ADHS with updated Public Health Emergency Contact list on a template provided by ADHS. The list should include contact information for the primary, secondary, and tertiary individuals for the Public Health Incident Management System (e.g. Incident Commander, Operations, etc.) and posted on the HSP. Update jurisdictional points of contact twice during each budget period (December 31 and June 30), or as changes occur, to facilitate time-sensitive, accurate information sharing within the local jurisdictions and between ADHS and the local jurisdictions.

8.3.1. Due Date: At time of mid-year reporting.

8.4. End-of-Year Report (dates covered: January 1 – June 30)

8.4.1. ADHS shall send out the End-of-Year Report template within thirty (30) days of the Due Date.

8.4.2. Due Date to be determined when the End-of- Year template is sent out.

8.5. Public Health Emergency Preparedness (PHEP) And Hospital Preparedness Program (HPP)

8.5.1. See Attachment A for deliverable requirements.

9. NOTICES, CORRESPONDENCE AND REPORTS

9.1. Notices, Correspondence and Reports from the Contractor to ADHS shall be sent to:

Arizona Department of Health Services Public Health Emergency Preparedness
Bureau Chief
150 N 18th Avenue Ste.150
Phoenix, AZ 85007



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9.2. Notices, Correspondence and Payments from the ADHS to the Contractor shall be sent to:

Cochise County Health Department
1415 W. Melody Lane Building A
Bisbee, AZ 85603
Attn: Elizabeth Lueck
Phone: 520-432-9437
elueck@cochise.az.gov



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PHEP Budget Period One (1)

July 1, 2019 through June 30, 2020

Cost Reimbursement

Description	Quantity	Unit Rate	Total Cost
Additional funds to enhance current PHEP activities per the deliverables in Attachment A.	1	1	\$237,293.00
TOTAL			\$237,293.00



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Attachment A



ARIZONA DEPARTMENT OF HEALTH SERVICES

2019-2024 Public Health Emergency Preparedness

GRANT GUIDANCE DELIVERABLES

FY19 BUDGET PERIOD 1

PERIOD OF PERFORMANCE

(July 1, 2019 – June 30, 2020)



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INTRODUCTION

The Arizona Department of Health Services (ADHS) Budget Period 1 PHEP Grant Guidance (July 1, 2019-June 30, 2020) has been developed based on that information and the guidance set forth in the Centers for Disease Control and Prevention's Office of Public Health Preparedness and Reponses funding opportunity announcement 2019-2024 Hospital Preparedness program (HPP)-PHEP Cooperative Agreement CDC-RFA-TP19-1901. In the new cooperative agreement guidance, the PHEP recipient (Arizona Department of Health Services) and local jurisdictions (tribal and county Health Departments) will increase or maintain their levels of effectiveness across six key preparedness domains using the logic model to achieve a prepared public health system.

These domains are:

1. Strengthen Community Resilience
 - a. Capability 1: Community Preparedness
 - b. Capability 2: Community Recovery
2. Strengthen Incident Management
 - a. Capability 3: Emergency Operation Coordination
3. Strengthen Information Management
 - a. Capability 4: Emergency Public Information and Warning
 - b. Capability 6: Information Sharing
4. Strengthen Countermeasures and Mitigation
 - a. Capability 8: Medical Countermeasure Dispensing and Administration
 - b. Capability 9: Medical Materiel Management and Distribution
 - c. Capability 11: Non-Pharmaceutical Interventions
 - d. Capability 14: Responder Safety and Health
5. Strengthen Surge Management
 - a. Capability 5: Fatality Management
 - b. Capability 7: Mass Care
 - c. Capability 10: Medical Surge



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- d. Capability 15: Volunteer Management
- 6. Strengthen Biosurveillance.
 - a. Capability 12: Public Health Laboratory Testing
 - b. Capability 13: Public Health Surveillance and Epidemiological Investigation

Arizona will develop and strengthen six domains through the implementation of the strategies and activities during the project period. ADHS can provide technical assistance upon request.

FEDERAL REQUIREMENTS:

- Three MCM drills. All CRI local jurisdictions will complete all 3 drills annually:
 - staff notification and assembly;
 - facility set-up; and
 - site activation

Throughput estimation is now completed as part of the dispensing full-scale exercise (FSE). However, if a site does not participate in the dispensing FSE (for example, participates in immunization FSE in lieu of dispensing FSE), oral MCM throughput will be measured and information submitted at least once during the five-year period.

- One exercise or real incident

Project Period Requirements (2019-2024)

- One functional or full-scale exercise once during the five-years period (a real incident/event will be considered)
- One fiscal preparedness tabletop exercise once during the five-years period
- One MCM distribution full-scale exercise once during the five-years period
- One MCM dispensing full-scale exercise or one mass vaccination full-scale exercise (one POD in each CRI local planning jurisdiction will be exercised)
- AARs/IPs submission



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Funding Restrictions

Restrictions that will be considered while planning the programs and writing the budget are:

- May not use funds for research.
- May not use funds for clinical care except as allowed by law.
- May use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to ADHS on behalf of the local jurisdictions.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
 - the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
- See [Additional Requirement \(AR\) 12](#) for detailed guidance on this prohibition and [additional guidance on lobbying for CDC recipients](#).
- The direct and primary local jurisdictions in a cooperative agreement program must perform a substantial role in carrying out project outcomes and not merely serve as a conduit for an award to another party or provider who is ineligible.

General Restrictions

- May supplement but not supplant existing state or federal funds for activities described in the budget.
- Payment or reimbursement of backfilling costs for staff is not allowed.
- None of the funds awarded to these programs may be used to pay the salary of an individual at a rate in excess of Executive Level II or \$189,600 per year.
- Funds may not be used to purchase or support (feed) animals for labs, including mice.
- Funds may not be used to purchase a house or other living quarters for those under quarantine. Rental may be allowed with approval from the CDC OGS.

Lobbying

- Other than for normal and recognized executive-legislative relationships, PHEP funds may not be used for:



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- Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body;
- The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
- See [Additional Requirement \(AR\) 12](#) for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients (http://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf).

Construction and Major Renovations

- May not use funds for construction or major renovations.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly justified in the budget.

Passenger Road Vehicles

- Funds cannot be used to purchase over-the road passenger vehicles.
- Funds cannot be used to purchase vehicles to be used as means of transportation for carrying people or goods, such as passenger cars or trucks and electrical or gas-driven motorized carts.
- Can (with prior approval) use funds to lease vehicles to be used as means of transportation for carrying people or goods, e.g., passenger cars or trucks and electrical or gas- driven motorized carts during times of need.
- Additionally, PHEP grant funds can (with prior approval) be used to make transportation agreements with commercial carriers for movement of materials, supplies and equipment. There should be a written process for initiating transportation agreements (e.g., contracts, memoranda of understanding, formal written agreements, and/or other letters of agreement). Transportation agreements should include, at a minimum:
 - Type of vendor
 - Number and type of vehicles, including vehicle load capacity and configuration
 - Number and type of drivers, including certification of drivers
 - Number and type of support personnel
 - Vendor's response time
 - Vendor's ability to maintain cold chain, if necessary to the incident
 - This relationship may be demonstrated by a signed transportation agreement or documentation of transportation planning meeting with the designated vendor. All documentation should be available to the CDC project officer for review if requested.



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Transportation of Medical Materiel

- PHEP funds may be used (with approved budget) to procure leased or rental vehicles for movement of materials, supplies and equipment.
- PHEP funds may be used (with approved budget) to purchase material-handling equipment (MHE) such as industrial or warehouse-use trucks to move materials, such as forklifts, lift trucks, turret trucks, etc. Vehicles must be of a type not licensed to travel on public roads.
- PHEP funds may be used (with approved budget) to purchase basic (non-motorized) trailers with prior approval from the CDC OGS.

Procurement of Food and Clothing

- Funds may not be used to purchase clothing such as jeans, cargo pants, polo shirts, jumpsuits, sweatshirts, or T-shirts. Purchase of vests to be worn during exercises or responses may be allowed.
- Generally, funds may not be used to purchase food.

Vaccines

- Please contact ADHS with vaccine requests in support of an emergency or an exercise.

PROGRAM REQUIREMENTS

Meetings

1. ADHS Grant Meetings
 - a. Attend Grant Meeting & Training and Exercise Planning Workshop
 - b. Attend annual ADHS Jurisdictional Risk Assessment analysis workshop

Health Care Coalition Meetings

1. Encourage participation in the HCC meetings in your region (see Regions below)
 - i. Northern Region:
 1. County Representatives: Apache County, Coconino County, Navajo County, and Yavapai County
 2. Tribal Representatives: Hopi Tribe, Navajo Nation and White Mountain Apache Tribe
 - ii. Western Region:



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1. County Representatives: La Paz County, Mohave County, and Yuma County
2. Tribal Representatives: Cocopah Indian Tribe, Fort Mojave Indian Tribe, Kaibab-Paiute Tribe and Quechan Tribe
- iii. Central Region:
 1. County Representatives: Gila County, Maricopa County, and Pinal County
 2. Tribal Representatives: Gila River Indian Community and Salt River Pima-Maricopa Indian Community
- iv. Southeastern Region:
 1. County Representatives: Cochise County, Graham County, Greenlee County, Pima County and Santa Cruz County
 2. Tribal Representatives: Pascua Yaqui Tribe, San Carlos Apache Tribe, and Tohono O’odham Nation

Financial Requirements

1. Match Requirement

- a. The PHEP award requires a 10% “in-kind” or “soft” match from all the grant participants. Each local jurisdictions will include in their budget submission the format they will use to cover the match and method of documentation. Failure to include the match formula will preclude funding. ADHS may not award a contract under this programs unless the sub-recipient agrees that, with respect to the amount of the cooperative agreement allocated by ADHS, the sub-recipient will make available non-federal contributions in the amount of 10% (\$1 for each \$10 of federal funds provided in the cooperative agreement) of the award, whether provided through financial or direct assistance. Match may be provided directly or through donations from public or private entities and may be in cash or in kind, fairly evaluated, including plant, equipment or services. Amounts provided by the federal government or services assisted or subsidized to any significant extent by the federal government may not be included in determining the amount of such non-federal contributions. Documentation of match, including methods and sources, must be included in sub-recipient budgets each budget period, include calculations for both financial assistance and direct assistance, follow procedures for generally accepted accounting practices, and meet audit requirements.

- ***Total Direct costs***



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Show the direct costs by listing the totals of each category, including salaries and wages, fringe benefits, consultant costs, equipment, supplies, travel, other, and contractual costs. Provide the total direct costs within the budget.

- ***Total Indirect Costs***

To claim indirect costs, the applicant organization must have a current approved indirect cost rate agreement established with the cognizant federal agency. A copy of the most recent indirect cost rate agreement must be provided with the application. Indirect cost percentage cannot exceed the state rate of 23%.

2. Inventory

- Upon request, local jurisdictions will provide an inventory list to ADHS. The inventory list shall include all equipment purchased. Items over \$5,000 will require an ADHS asset tag. An asset tag will be provided after the submission of the invoice to ADHS that will include the serial number, make/model, and date of acquisition. Once received, ADHS will send local jurisdictions a pre-filled property control (F4) form and the asset tag. The asset tag is to be placed on the asset and must provide a photo of the asset tag affixed to the item(s). The F4 form needs to be signed, dated and sent back via email to ADHS.

3. Budget Allocation (PHEP funded staff and work plan)

- Complete the budget tool developed by ADHS and return for review and approval. ADHS will not release funding to the county or tribe until ADHS has approved the budget.
- All activities and procurements funded through the PHEP grant shall be aligned with your budget/spend plan and work plan that will help you reach the goals and objectives outlined in this document. Any items and activities that are not specifically tied to the PHEP program capabilities will be approved by ADHS before PHEP funds can be utilized on those activities/items.
- Follow guidance provided with the budget tool.

4. Grant Activity Oversight

- Each county and tribe will maintain a full-time, part-time, or appointed PHEP Coordinator that will have the responsibility for oversight of all grant related activities. The PHEP Coordinator will be the main point of contact for ADHS in regards to the PHEP



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grant. This individual will work closely with ADHS to ensure all deliverables and requirements are met. They will also coordinate all activities surrounding any onsite monitoring visits conducted by ADHS.

5. Employee Certifications

- a. PHEP local jurisdictions are required to adhere to all applicable federal laws and regulations, including applicable OMB circulars and semiannual certification of employees who work solely on a single federal award. These certification forms will be prepared at least semiannually and signed by the employee or a supervisory official having firsthand knowledge of the work performed by the employee. Employees that are split funded are required to maintain Labor Activity Reports (to be provided as requested). These certification forms will be retained in accordance with 45 Code of Federal Regulation, Part 92.42

6. Performance

- a. Failure to meet the deliverables and performance measures described in the Scope of Work may result in withholding from a portion of subsequent awards.

Plans, Training, and Exercise Implementation Criteria

Training and exercises shall be gap based and linked to the PHEP Domains. Proposed training and exercises will be based on identified gaps from previous exercises, real-world responses, risk assessments (e.g. JRA, CPG, CAWP, THIRA), or other documented sources.

1. Program Requirements

- a. Maintain documentation of all collaborative efforts with local and state emergency management
- b. The county and tribal PHEP program should establish and maintain a collaborative working relationship with emergency management. This will include but not be limited to; emergency communication plan, strategies for addressing emergency events, including the management of the consequences of power failures, natural disasters and other events that would affect public health.
- c. Participate in ADHS sponsored table tops, functional exercises or other activities
 - i. Homeland Security Exercise and Evaluation Program (HSEEP)
 1. Local jurisdictions will conduct preparedness exercises in accordance with the HSEEP fundamentals including:
 - a. Exercise design and development



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- b. Exercise conduct
 - c. Exercise evaluation and
 - d. Improvement planning
 - e. More information and templates are available at: <https://www.azdhs.gov/preparedness/emergency-preparedness/index.php#training-exercise-resources>
- ii. ADHS Coordination
 1. Collaborate with ADHS throughout the planning process.
 2. The HSEEP process along with respective templates and guidance will be used to comply with exercise implementation criteria.
 - iii. At-Risk Individuals
 1. Local jurisdictions will include provisions for the needs of at-risk individuals within each exercise. PHEP local jurisdictions will report on the strengths and areas for improvement identified through the coalition based exercise After Action Reports and Improvement Plans (AARs/IPs). To learn more about the U.S. Department of Health and Human Services' definition of "at-risk" population visit this website: <http://www.phe.gov/Preparedness/planning/abc/Pages/at-risk.aspx>
 - iv. Evaluation
 1. PHEP-funded exercises will address and list applicable Public Health Emergency Preparedness (PHEP) Capabilities in all qualifying exercises.
 2. PHEP-Qualifying Exercises:
 - a. An exercise that meets PHEP-specific qualifying exercise implementation criteria as described in the grant.
 - v. Exemption
 1. County and tribal response and recovery operations supporting real-world incidents could meet the criteria for the annual exercise requirement if the response was sufficient in scope and the AARs/IPs adequately detail which PHEP capabilities were evaluated. This will be addressed on an as-requested basis.



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INFORMATION SERVICES

1. Local jurisdictions will have or have access to a secure alerting system that at a minimum has the ability to send email, faxes, and phone/ text alerts.
2. As local ESF-8 lead, encouraged participation in the health care coalition meetings, exercises and drills.

ADHS will provide training on the information systems and platforms as needed such as; EMResource, EMTrack, ESAR-VHP, AzHAN, iCAM, etc.

REPORTING

Progress on the deliverables, performance measures, and activities funded through the PHEP grant will be reported on in a timely manner to ensure ADHS has adequate time to compile the information and submit to CDC.

Mid-Year Report

- a. ADHS will send out the mid-year report templates in advance of the due date
- b. Update jurisdictional points of contact twice during each budget period (December 31 and June 30), or as changes occur, to facilitate time-sensitive, accurate information sharing within the local jurisdictions and between ADHS and the local jurisdictions

Annual Report

- a. ADHS will send out the annual report template in advance of the due date

Reports and Documentation

- a. Training and Exercise schedule
- b. Draft Multi-year Training and Exercise Plan (MYTEP)
- c. Final Multi-year Training and Exercise Plan
- d. Training Validation Reports
- e. After-Action Reports/Improvement Plans (real-world and/or exercise)



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f. Update listed plans (see table below)

Planning, Training, and Exercise Outputs

Planning/Training/Exercise Deliverables for County and Tribes		
Program Activities	Comments	Due Date
Attend TEPW (Training and Exercise Planning Workshop)	<ul style="list-style-type: none"> • PHEP Coordinator or a representative 	Every Year by February 28th
Attend Annual PHEP & HPP All Partners Meeting	<ul style="list-style-type: none"> • PHEP Coordinator or a representative 	Every Year by February 28th
Submit a draft MYTEP	<ul style="list-style-type: none"> • MYTEP consist of three parts: <ul style="list-style-type: none"> ○ Narrative ○ Training schedule ○ Exercise schedule 	Every Year with the local jurisdiction Mid-Year Report
Submit a final MYTEP	<ul style="list-style-type: none"> • Covering the time period from July 1, 2019 to June 30, 2021 • Template on the ADHS Preparedness Webpage https://www.azdhs.gov/preparedness/emergency-preparedness/index.php#training-exercise-resources 	Every Year with the local jurisdiction work-plan
Training and Exercise Schedule for Budget Period 1 (2019 – 2020)	<ul style="list-style-type: none"> • Template on the ADHS Preparedness Webpage https://www.azdhs.gov/preparedness/emergency-preparedness/index.php#training-exercise-resources 	Every year by July 31 st



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Planning/Training/Exercise Deliverables for County and Tribes

Program Activities	Comments	Due Date
	exercise-resources	
Participate in ADHS sponsored table tops, functional exercises or other activities		
Training Validation Report (TVR)	<ul style="list-style-type: none"> Validating trainings conducted July 1, 2019 through June 30, 2020 Template on the ADHS Preparedness Webpage https://www.azdhs.gov/preparedness/emergency-preparedness/index.php#training-exercise-resources 	<ul style="list-style-type: none"> Mid-year Report End-of-Year Report
After Action Reports/Improvement Plans (AARs/IPs)	<ul style="list-style-type: none"> Template on the ADHS Preparedness Webpage https://www.azdhs.gov/preparedness/emergency-preparedness/index.php#training-exercise-resources HSEEP guidelines and exercise policy (links to Prep Toolkit) 	Within 120 days or no-later-than the end of year report, whichever comes first.
Required exercises:		
<ul style="list-style-type: none"> Crimson Contagion 2019 MCM 2019 		<ul style="list-style-type: none"> August 13-16, 2019 November 6-7, 2019
<ul style="list-style-type: none"> Fatality Management Training Workshop 		<ul style="list-style-type: none"> September 2019



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Phoenix, Arizona 85007

Agreement No: ADHS17-133164

Amendment No: 6

Procurement Officer:
Ted Cooper

Planning/Training/Exercise Deliverables for County and Tribes

Program Activities	Comments	Due Date
<ul style="list-style-type: none"> • PIO Training 		<ul style="list-style-type: none"> • BP3 (2021-2022)
<p>Required plans:</p> <ul style="list-style-type: none"> • Emergency Response Plan • Pandemic Influenza (Pan Flu Plan) • Fatality Management Plan (FMP) • Medical Counter Measures Plan (MCM) 	<ul style="list-style-type: none"> • Emergency Response Plan toolkits and resources are located at: www.azdhs.gov/emergencyplans 	<ul style="list-style-type: none"> • Provide status of required plans and review dates



INTERGOVERNMENTAL AGREEMENT(IGA) AMENDMENT

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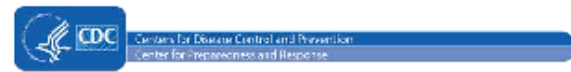
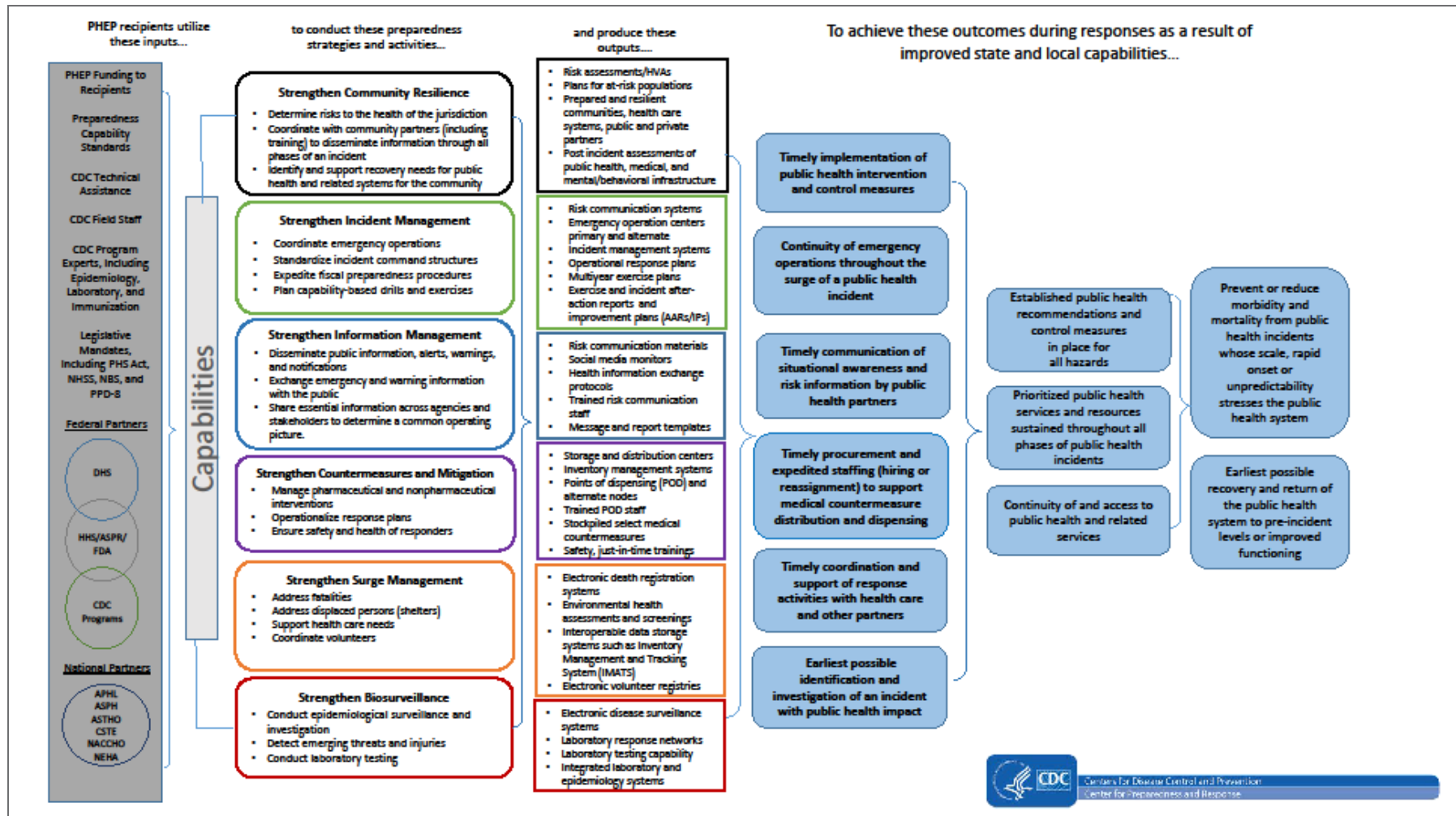
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2019 PHEP LOGIC MODEL

- To view a larger image, double click on the logic model.





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STRATEGIES AND ACTIVITIES

Domain 1 Strategy: Strengthen Community Resilience

Community resilience is the ability of a community, through public health agencies, to develop, maintain, and utilize collaborative relationships among government, private, and community organizations to develop and utilize shared plans for responding to and recovering from disasters and public health emergencies.

Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

Domain Activity: Determine the Risks to the Health of the Jurisdiction	Deliverable	Due Date
Conduct public health jurisdictional risk assessments (JRA) once every five years, in collaboration with HPP, to identify potential hazards, vulnerabilities, and risks within the community that relate to the public health, medical, and mental/behavioral health systems and the access and functional needs of at-risk individuals. ADHS recommends a collaborative and flexible risk assessment process that includes input from existing hazard and vulnerability analyses conducted by emergency management, health care coalitions (HCCs) and other health care organizations, as well as other community partners and stakeholders. Local jurisdictions should analyze JRA results, and use diverse data sources such as the HHS Capabilities Planning Guide (CPG), previous risk assessments, jurisdictional incident AARs/IPs), site visit observations, jurisdictional data from the National Health Security Preparedness Index, and other jurisdictional priorities and strategies, to help determine their strategic priorities, identify program gaps, and, ultimately prioritize preparedness investments.	Conduct a JRA and report results to ADHS.	Once every 5 years
Domain Activity: Ensure HPP Coordination (Health Care System)	Deliverable	Due Date
The purpose of this collaboration is to ensure a shared approach to delivering public health services alongside health care services to mitigate the public health consequences of emergencies. PHEP resources cannot be used to supplant HPP programmatic activities. However, there are areas where coordinated planning and	Local Jurisdictions must participate in the ADHS-sponsored statewide full-scale exercise.	BP3 (2021-2022)



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collaboration between the programs are beneficial, including exercising and training. Local jurisdictions must conduct one statewide or regional full-scale exercise (FSE) within the five-year performance period to test preparedness capabilities. Exercises must include participation from HCCs and include, at a minimum, hospitals, public health departments, emergency management agencies, emergency medical services (EMS), and public health jurisdictions. To help minimize the burden on exercise planners and participants, ADHS recommends meeting multiple program requirements with this exercise, including PHEP, HPP, medical countermeasure (MCM) planning, and Cities Readiness Initiative (CRI) requirements.

Domain Activity: Plan for the Whole Community

Working in collaboration with HPP, continue to build and sustain local health department and community partnerships to ensure that activities have the widest possible reach with the strongest possible ties to the community. Local jurisdictions should focus on two activities simultaneously:

- Coordination with local health department partners and stakeholders to review collaboration efforts with local agencies they represent across the state; and
- Review efforts of local jurisdictions to engage community partners who have established relationships with diverse at-risk populations.

Deliverable

Take a whole community approach when planning, training and exercising to include considerations for vulnerable populations including AFN, seniors, and pediatrics.

Due Date

June 30, 2020



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Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

Develop and maintain plans, conduct training and exercises, and respond to public health threats and emergencies using a whole-community approach to preparedness management. Plan for individuals with disabilities and others with access and functional needs. Use a flexible approach to define populations at risk to jurisdictional threats and hazards. Address a broad set of common access and functional needs using the CMIST Framework (Communication, Maintaining Health, Independence, Services and Support, and Transportation). Ultimately, the access and functional needs of individuals must be included within federal, territorial, tribal, state and local emergency and disaster plans.

Identify populations at risk of being disproportionately impacted by incidents or events. Have procedures in place to identify individuals with access and functional needs that may be at risk of being disproportionately impacted by incidents with public health consequences. Individuals with access and functional needs are those that are at particular risk of poor physical, psychological or social health after an emergency. Examples of populations with access and functional needs include, but are not limited to, children, pregnant women, postpartum and lactating women, racial and ethnic minorities, older adults, persons with disability, persons with chronic disease, persons with limited English proficiency, persons with limited transportation, persons experiencing homelessness, and disenfranchised populations.



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Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

Coordinate with community-based organizations.

Identify community partners and stakeholders with established relationships with diverse at-risk populations, such as social services or faith-based organizations, and use available tools to better anticipate the potential access and functional needs of the community before, during, and after an emergency. Identify and integrate preferred communication messages and strategies for populations with access and functional needs.

Engage with key community organizations to plan and implement preparedness and response activities tailored to that community's needs. Key community partners include public health, medical and mental/behavioral health social networks, as well as organizations representing citizens and at-risk populations. Recipients should convene partners and stakeholders and establish clearly delineated roles and responsibilities for each partner across all hazards.



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Associated Capabilities

- Capability 1: Community Preparedness
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Integrate access and functional needs of individuals.

Describe the structure or processes in place to integrate the access and functional needs of individuals during a public health emergency. Use available tools to better anticipate the potential access and functional needs of at-risk community members before, during, and after an emergency.

Develop or expand child-focused planning and partnerships.

In coordination with HPP, ensure emergency preparedness and response planning and coordination with designated educational agencies and lead childcare agencies in the jurisdictions. Collaborate with child-serving institutions such as schools and daycare centers to ensure crisis preparedness plans are in place.

Consider family reunification plans for schools and day care centers, either as part of crisis preparedness plans or as separate plans for reunification. Coordinate messages and plans for reunification and for identifying the public health role in addressing children’s mental health needs following emergencies.

Domain Activity: Focus on Tribal Planning and Engagement

Engage with tribes in a meaningful and mutually beneficial way to ensure that all tribes and their members are fully served, while also recognizing the inherent responsibility of

Deliverable

Collaborate with tribes to ensure appropriate efforts are made to

Due Date

June 30, 2020



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Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

those nations to support their members in a culturally appropriate manner. Further, tribal nations can provide unique resources to their neighboring states and communities in many emergency situations.

develop public health preparedness and response capability

Domain Activity: Strengthen and Implement Plans through Training and Exercising

Deliverable

Due Date

Develop and provide multiyear training and exercise plans (MYTEPs) that specify at least two years of trainings and exercises. The MYTEP should address the needs and priorities identified in previous AARs/IPs; demonstrate coordination with applicable entities, partners, and stakeholders; and describe methods to leverage and allocate resources to the maximum extent possible.

- Participate in Regional Training and Exercise Planning Workshop (TEPW) as applicable
- Submit a draft of the MYTEP
- Attend ADHS-sponsored TEPW
- Submit a final MYTEP

- TBD
- With Mid-year Report
- February 2020
- End of Year

Conduct evaluation and improvement planning.

Develop evaluative processes to review, revise, and maintain plans based on the resulting priorities, needs, findings, and corrective actions of exercises, real incidents, trainings, or needs assessments. These processes must be used to develop and inform AARs/IPs.

- Submit AARs/IPs following exercises and/or real-world events.

- Within 120 days or no-later-than the end of year report,



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Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

Complete and submit AARs/IPs within 120 days after every functional exercise (FE), full-scale exercise (FSE), or incident involving public health. To ensure compliance with exercise requirements, local jurisdictions must submit AAR/IP forms as well as upload a copy of the AAR/IP file.

whichever
comes first



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Domain 2 Strategy: Strengthen Incident Management

Incident management is the ability to activate, coordinate, and manage public health emergency operations throughout all phases of an incident through use of a flexible and scalable incident command structure that is consistent with the NIMS and coordinated with the jurisdictional incident, unified, or area command structure.

Associated Capability

- Capability 3: Emergency Operations Coordination

Domain Activity: Activate and Coordinate Public Health Emergency Operations	Deliverable	Due Date
<p>Updated all-hazards preparedness and response plans should include but not be limited to:</p> <ul style="list-style-type: none"> • Procedures for how preliminary assessments are conducted to determine the need for activation of public health emergency operations; • Process for establishing a flexible and scalable public health incident management structure that is consistent with NIMS and jurisdictional standards and authorities; • Procedures for activating, operating, managing, and staffing the public health emergency operations center or implementing public health functions within another emergency operations center; • Designation of primary and alternate locations, including virtual communication structures, for the public health emergency operations center; • Procedures for demobilizing public health emergency operations; and • A description of how the jurisdiction will use Emergency Management Assistance Compact (EMAC) or other mutual aid agreements for public health and medical mutual aid to support coordinated activities and to share resources, facilities, services, and other potential support required when responding to emergencies that impact the public's health. At minimum, this plan should include the following: <ul style="list-style-type: none"> ○ Procedures for evaluating, responding to, and seeking reimbursement for resources deployed under EMAC; ○ Description of how information will be shared between relevant partners for a 	Update Emergency Response Plan	June 30, 2020



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Associated Capability

- Capability 3: Emergency Operations Coordination

resource request;

- Processes, procedures, and threshold(s) for deploying a requested resource;
- Documented roles and responsibilities during a resource request within the state public health agency;
- Redundant points of contact for all state’s public health and medical Mission Ready Packages (MRPs) as applicable; and
- Description of reimbursement processes following a deployment for both the deployed personnel and the key internal staff.

Maintain and exercise continuity of operations (COOP) plans.

Maintain a current COOP plan that includes the following elements.

- Definitions, identification, and prioritization of essential services needed to sustain public health agency mission and operations;
- Procedures to sustain essential services regardless of the nature of the incident (all-hazards planning);
- Positions, skills, and personnel needed to continue essential services and functions (human capital management);
- Identification of public health agency and personnel roles and responsibilities in support of ESF #8;
- Scalable workforce expansion and reduction, in response to needs of the incident;
- Limited access to facilities due to issues such as structural safety or security



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Associated Capability

- Capability 3: Emergency Operations Coordination

<ul style="list-style-type: none"> concerns; • Broad-based implementation of social distancing policies; • Identification of agency vital records (such as legal documents, payroll, personnel assignments) that must be preserved to support essential functions or for other reasons; • Alternate and virtual work sites; • Devolution of uninterruptible services for scaled down operations; • Reconstitution of uninterruptible services; and • Cost of additional services to augment recovery. 		
<p><i>Maintain personnel lists.</i> Maintain a list of personnel with necessary skills to fulfill required incident command and public health incident management roles. Test staff assembly processes for notifying personnel to report physically or virtually to the public health emergency operations center or jurisdictional emergency operations center during a drill or real-time incidents at least once during the budget period.</p>		
<p>Domain Activity: Maintain and Exercise Fiscal and Administrative Preparedness Plans</p>	<p>Deliverable</p>	<p>Due Date</p>
<p>The fiscal, legal, and administrative authorities and practices that govern funding, procurement, contracting, and hiring must be appropriately integrated into all stages of emergency preparedness and response. Identifying and removing barriers that prevent the timely implementation of response activities will speed the acquisition of goods and</p>	<p>Conduct a fiscal and administrative tabletop.</p>	<p>Within 5 years</p>



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Associated Capability

- Capability 3: Emergency Operations Coordination

services, the hiring or assignment of response personnel, the disposition of emergency funds, and legal determinations needed to implement protective health measures during a public health response.

Describe standard fiscal operating procedures.

Document the time it takes to request funds from the state public health agency to local jurisdictions during emergencies. Document emergency contract procedures and include procedures for hiring additional staff.



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Domain 3 Strategy: Strengthen Information Management

Information management is the ability to develop and maintain systems and procedures that facilitate the communication of timely, accurate, and accessible information, alerts, and warnings using a whole community approach. It also includes the ability to exchange health information and situational awareness with federal, state, local, territorial, and tribal governments and partners.

Associated Capabilities

- Capability 4: Emergency Public Information and Warning
- Capability 6: Information Sharing

Domain Activity: Maintain Situational Awareness during Incidents	Deliverable	Due Date
Information sharing is the ability to share real-time information related to the emergency, such as capacity, capability, and stress on health care facilities and situational awareness across the various response organizations and different levels of government. Accomplishing these activities will enable public health and other organizations and responders to contribute to responses to coordinate efforts before, during, and after emergencies; maintain situational awareness; and effectively communicate with the public.	Sub-recipients will work together to establish a common operating picture, or situational awareness tool, that facilitates coordinated information sharing among all public health, health care, HCCs, and relevant stakeholders. This includes state, local, and tribal public health agencies and their respective preparedness programs, public health laboratories, communicable disease programs, and programs addressing health care-acquired infections. Information sharing is the ability to share real-time information related to the emergency, such as capacity, capability, and stress on health care facilities and situational	September 30, 2019



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Associated Capabilities

- Capability 4: Emergency Public Information and Warning
- Capability 6: Information Sharing

awareness across the various response organizations and levels of government.

Domain Activity: Coordinate Information Sharing

ADHS recommends that local jurisdictions conduct training on coordinated information sharing to develop competent personnel to manage and support these systems.

Have plans in place that identify redundant communication platforms (primary and secondary) and a cycle of maintenance and testing of these platforms every six months.

Deliverable

Have or have access to communication systems that maintain or improve reliable, resilient, interoperable, and redundant information and communication systems and platforms, including those for bed availability, EMS data, and patient tracking, and provide access to HCC members and other partners and stakeholders. Such systems, whether they are internally managed or externally hosted on shared platforms, must be capable of supporting syndromic

Due Date

March 31, 2020



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Associated Capabilities

- Capability 4: Emergency Public Information and Warning
- Capability 6: Information Sharing

surveillance, integrated surveillance, active and/or passive mortality surveillance, public health registries, situational awareness dashboards, and other public health and preparedness activities.

Have plans in place that identify redundant communication platforms (primary and secondary) and a cycle of maintenance and testing of these platforms every six months.

Domain Activity: Coordinate Emergency Information and Warning

Develop, coordinate, and disseminate information, alerts, warnings, and notifications to the public. Have plans in place to stand up joint information communication centers when needed. Have plans in place that demonstrate ability to monitor jurisdictional media, conduct press briefings, and provide rumor control for media outlets, using the principles of the NIMS for organizing and coordinating incident-

Deliverable

Complete the following:
Have a communication plan that identifies the public information officer (PIO) and supporting personnel responsible for

Due Date

Update at mid-year and end of year



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Associated Capabilities

- Capability 4: Emergency Public Information and Warning
- Capability 6: Information Sharing

related communications.

implementing jurisdictional public information and communication strategies. Plans must outline requirements and duties; roles and responsibilities; and required qualifications or skills for PIO personnel.

Use crisis and emergency risk emergency communication (CERC) principles to disseminate critical health and safety information to alert the media, public, community-based organizations, and other stakeholders to potential health risks and reduce the risk of exposure. Develop message templates based on planning or risk scenarios identified in risk assessments and incorporate these



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Associated Capabilities

- Capability 4: Emergency Public Information and Warning
- Capability 6: Information Sharing

into the communication plans as applicable.

Ensure that PIOs, or other personnel, receive training in topics including, but not limited to: CERC, health communication, and cultural competency; and are able to employ these principles in an emergency.

Ensure that communication plans have processes for coordinating public messaging during infectious disease outbreaks and information sharing regarding monitoring and tracking of cases of persons under investigation to ensure maximum coordination and consistency of messaging.



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Domain 4 Strategy: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

Domain Activity: Develop and Test MCM Distribution, Dispensing, and Vaccine Administration Plans	Deliverable	Due Date
Operationalize MCM distribution, dispensing, and vaccine administration plans through development, training, exercising, and evaluating these MCM plans. Managing access to and administration of countermeasures and ensuring the safety and health of clinical and other personnel are important priorities for preparedness and continuity of operations. Jurisdictions participating in the CHEMPACK program, Cities Readiness Initiative (CRI), or other planning for maintaining treatment or prophylaxis caches must be engaged in the development, training, and exercising of plans for MCM distribution, dispensing, and vaccine administration. This includes open and closed points of dispensing (POD) plans and plans to leverage community vaccine providers in large pandemic influenza-like responses.	Provide to the state’s MCM Coordinator most recent copies of the jurisdiction’s Medical Countermeasures Distribution and/or Medical Countermeasures Dispensing plans.	Mid-year report
Domain Activity: Demonstrate Operational Readiness for Pandemic Influenza	Deliverable	Due Date
For pandemic influenza preparedness planning, all local jurisdictions and CRI jurisdictions must collaborate with immunization.	Provide evidence of collaboration with immunization programs to develop,	June 30, 2020



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Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

maintain, and exercise pandemic influenza plans to prevent, control, and mitigate the impact of pandemic influenza on the public's health and to help meet pandemic vaccination goals for the general population.

Domain Activity: Maintain Preparedness Plans Based on Risks

All local jurisdictions must have in place essential planning elements to respond to both an intentional release of anthrax and a pandemic influenza. *Maintain and update anthrax plans.*
For a public health, response to an intentional release of anthrax, all local jurisdictions and CRI jurisdictions must have updated plans that outline how the jurisdiction will provide MCMs, including antibiotics and vaccines for post-exposure prophylaxis and antibiotics and antitoxin for treatment, to the potentially infected populations within 48 hours. Plans should be effectively coordinated with CRI and local jurisdictional MCM dispensing plans.

Deliverable

Provide evidence plans that outline the provision of MCMs.

Due Date

June 30, 2020



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Domain 4 Strategy: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

Maintain and update pandemic influenza plans.

All recipients and CRI jurisdictions must seek subject matter expertise and collaborate with health department programs including immunization programs and other subject matter experts to update pandemic influenza plans to prevent, control, and mitigate the impact on the public's health. Plans should address ways to help meet pandemic vaccination goals for the general population and goals targeting vaccination of critical workforce personnel:

Address multiple capabilities, drawing on a wide spectrum of subject matter expertise in

- Address multiple capabilities, drawing on a wide spectrum of subject matter expertise in surveillance, epidemiology, laboratory testing, community mitigation measures, MCMs (both vaccines, antiviral drugs, and others), health care system preparedness and response activities, communications and public outreach, scientific infrastructure preparedness, regulatory and legal considerations, and domestic response policy and incident management;



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Amendment No: 6

Procurement Officer:
Ted Cooper

Domain 4 Strategy: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

- Determine jurisdictional readiness to vaccinate critical workforce personnel with two doses of pandemic influenza vaccine, separated by 21 days, within four weeks of influenza vaccine availability;
- Determine readiness of the jurisdiction's vaccine providers and partners to vaccinate at least 80% of the jurisdiction's population with two doses of pandemic influenza vaccine, separated by 21 days, within 12 weeks of pandemic influenza vaccine availability; and
- Estimate pandemic vaccine administration capacity based on potential number, types, participation rate, and throughput of vaccine providers and settings. This includes health care provider offices, pharmacies, school-based health centers, worksites and occupational health clinics, hospitals, federal facilities with vaccine administration capabilities, and PODs or dispensing and vaccination clinics that would participate in a pandemic vaccine response.

Domain Activity: Ensure Scalable Staffing Plans

Deliverable

Due Date

Ensure, to the greatest extent possible, that staffing plans are scalable to adapt to changing requirements based on the incident size, scope and

Plans should be able to guide the mobilization of large numbers of resources

June 30, 2020



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complexity. The number, type, and sources of resources must be able to quickly mobilize or demobilize.

including staff, volunteers, equipment, and facilities during a large response. Plans should also provide flexibility to guide responses to smaller incidents that pose a serious public health threat.

Domain Activity: Conduct Required MCM Exercises

CDC requires the following progressive exercises in the 2019-2024 performance period. A real incident that incorporates the same operational elements fulfills any level of exercise requirement for the same operational period.

Deliverable

CRI Jurisdictions:
Complete three annual dispensing drills (facility setup, staff notification and assembly, and site activation), alternating each year between anthrax and pandemic influenza scenarios. Information will be submitted through DCIPHER.

Complete two TTXs every five years, one to demonstrate readiness for an anthrax scenario and one for a pandemic influenza

Due Date

No later than
June 30, 2020

Determined by



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	scenario. Complete an FE once every five years, focusing on vaccination of at least one critical workforce group, to demonstrate readiness for a pandemic influenza scenario. Demonstrate operational readiness for a pandemic influenza scenario through the completion of an FSE once every five years.	the local jurisdiction. Once during this five year project period. Once during this five year project period.
Domain Activity: Updated Critical Contact Sheets	Deliverable	Due Date
Regular updates to the Critical Contact Sheet ensure that key individuals for the jurisdiction's process of receiving SNS/MCM are identified and contact information is kept current. Maintaining current information reduces delays in sharing information or activating staff with significant roles	All CRI and Non-CRI Jurisdictions: Completed a Critical Contact Sheet (provided by the state) and submit to the state's Medical Countermeasures Coordinator.	December 31, 2019
Domain Activity: Participate in ORRs	Deliverable	Due Date



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Budget Period 1, the ORR will maintain an MCM focus but will also include pandemic influenza planning and response elements. Beginning in July 2020, the start of Budget Period 2, CDC plans to expand the ORR to include a comprehensive evaluation of planning and operational readiness based on elements across all 15 public health preparedness and response capabilities. CRI health departments that have successfully achieved Project Public Health Ready (PPHR) recognition (or re-recognition) status will qualify for exemption from the planning elements of the ORR process. Successful and active PPHR recognition will fulfill the local ORR planning requirements for the duration of the five-year recognition period. Similar to accreditation, local jurisdictions that have a role in public health response activities may apply for PPHR recognition through a state-supported model. States unfamiliar with the PPHR process should contact the National Association of County and City Health Officials (NACCHO), which administers the PPHR program.

All CRI and Non-CRI Jurisdictions: Submit to the state's Medical Countermeasures Coordinator a Completed Operational Readiness Review Self-Assessment.

December 31, 2019

Domain Activity: MCM Action Plans

Deliverable

Due Date



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MCM Action Plans will be used to identify and gaps identified through the Operational Readiness Review Self-Assessment. The state's review process of MCM Action Plans will allow for the sharing of best practices throughout the state and to identify commonalities across jurisdictions.

Non-CRI Jurisdictions: Complete the MCM Action Plan twice annually.
CRI Jurisdictions: Complete an MCM Action Plan each quarter and participate in state lead quarterly conference calls.

December 31, 2019
June 30, 2019
Once each quarter as requested by the state.

Domain Activity: Conduct Inventory Management Tracking System Annual Tests

Deliverable

Due Date

The capability of jurisdictions to receive electronic SNS/MCM related inventory ensures the timely receipt, distribution, accountability, and recovery of assets distributed to local jurisdictions through the state.

Participate in an annual inventory management system test to receive electronic inventory data.

No later than June 30, 2020.

Jurisdictions that use the iCam inventory management system will be required to utilize iCam to receive and verify inventory allotments, adjust inventory based on



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distribution and electronically "return" unused materiel.

Jurisdictions that use a "non-iCam" system will be required to use respective inventory system to receive an electronic file, verify receipt, adjust inventory levels, and "return" unused materiel.

Domain Activity: Update Receipt, Stage, and Store (RSS) Site Surveys	Deliverable	Due Date
<p>Complete the RSS site survey form annually. RSS site information is required for the primary and backup RSS sites, a minimum of at least two locations, and all potential RSS sites in the jurisdiction. Local jurisdictions are required to validate each RSS site, with CDC and a U.S. Marshals Service representative, at least once every three years.</p>	<p>Non-CRI Jurisdictions: Submit to the state's Medical countermeasures Coordinator a completed RSS Site Survey form. CRI Jurisdictions: Using DCIPHER, complete the RSS Site Survey form for both primary and secondary sites.</p>	<p>Mid-year report</p>



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Domain Activity: Coordinate Non-pharmaceutical Interventions	Deliverable	Due Date
<p>Coordinate with and support partner agencies to plan and implement non-pharmaceutical interventions (NPIs) by developing and updating plans for isolation, quarantine, temporary school and child care closures and dismissals, mass gathering (large event) cancellations and restrictions on movement, including border control measures.</p>	<p>Plans must: Document applicable jurisdictional, legal, and regulatory authorities necessary for implementation of NPIs in routine and incident-specific situations.</p> <p>Delineate roles and responsibilities of health, law enforcement, emergency management, chief executive, and other relevant agencies and partners.</p> <p>Define procedures, triggers, and necessary authorizations to implement NPIs, whether addressing individuals, groups, facilities, animals, food products, public works/utilities, or travelers passing through ports of entry.</p>	<p>End of year report</p>



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Determine occupational and exposure prevention measures, such as decontamination or evacuation strategies.

Domain Activity: Ensure Safety and Health of Responders

Local jurisdictions must assist, train, and provide resources necessary to protect public health first responders, critical workforce personnel, and critical infrastructure workforce from hazards during response and recovery operations.

Deliverable

Assistance may include personal protective equipment (PPE), MCMs, workplace violence training, psychological first aid training, and other resources specific to an emergency that would protect responders and health care workers from illness or injury at the state and local levels. This may include developing clearance goals for contaminated areas based on guidance from a committee of subject matter experts.

Due Date

June 30, 2020



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Domain 5 Strategy: Strengthen Surge Management

Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

Associated Capabilities

- Capability 5: Fatality Management
- Capability 7: Mass Care
- Capability 10: Medical Surge
- Capability 15: Volunteer Management

Domain Activity: Coordinate Activities to Manage Public Health and Medical Surge	Deliverable	Due Date
Coordinate with emergency management, and other relevant partners and stakeholders to assess the public health and medical surge needs of the affected community.	At minimum, local jurisdictions must have written plans in place that clearly define the public health roles and responsibilities during surge operations and outline procedures on how public health will engage the health care system to provide and receive situational awareness throughout the surge event.	Updates at mid-year and end of year
Domain Activity: Coordinate Public Health, Health Care, Mental/Behavioral Health, and Human Services Needs during Mass Care Operations	Deliverable	Due Date
Local jurisdictions should coordinate with and support partner agencies to address, within congregate locations (excluding shelter-in-place locations), the public health, health care, mental/behavioral health, and human services needs of those impacted by an incident. In collaboration with ESF	At minimum, these plans should address: Procedures on how ongoing surveillance and public health assessments will be coordinated to ensure that the public health, health care,	Mid-year and end of year report updates



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#8 partners, health care, emergency management, and other pertinent stakeholders, local jurisdictions should develop, refine, or maintain written plans that identify the public health roles and responsibilities in supporting mass care operations.

mental/behavioral health and human services needs of those impacted by the incident continue to be met while at congregate locations; and

Procedures to support or implement family reunification, including any special considerations for children.

Domain Activity: Coordinate with Partners to Address Public Health Needs during Fatality Management Operations

Deliverable

Due Date

Coordinate with and support partner agencies to address fatality management needs resulting from an incident.

In collaboration with jurisdictional partners and stakeholders, local jurisdictions should conduct the following activities.

End of year report

Coordinate with subject matter experts and



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cross-disciplinary partners and stakeholders to clarify, document, and communicate the public health agency role in fatality management, based on jurisdictional risks, incident needs, and partner and stakeholder authorities.

- The public health agency role may include supporting:
- Recovery and preservation of remains,
 - Identification of the deceased,
 - Determination of cause and manner of death, including whether disaster-related
 - Release of remains to an authorized individual,
 - Provision of mental/behavioral health



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assistance, and

- Plans to include culturally appropriate messaging around handling of remains. Coordinate with community partners, including law enforcement, emergency management, and medical examiners or coroners to ensure proper tracking, transportation, handling, and storage of human remains and ensure access to mental and behavioral health services for responders and families impacted by an incident.

Have procedures in place to identify and support public health agency lead and/or support activities for fatality incident management, including continuity of



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operations, based on incident data and recommendations.

Have procedures in place to share information with fatality management partners, including fusion centers or comparable centers and agencies, emergency operations centers, and epidemiologist(s), to provide and receive relevant surveillance information that may impact the response.

Domain Activity: Coordinate Medical and Other Volunteers to Support Public Health and Medical Surge

Deliverable

Due Date

Conduct the following activities to address volunteer planning considerations.

- Estimate the anticipated number of public health volunteers and health

Coordinate with partners and stakeholders to identify, recruit, register, train, and engage volunteers to support the jurisdiction's

June 30, 2020



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professional roles based on identified situations and resource needs.

- Identify and address volunteer liability, licensure, workers' compensation, scope of practice, and third-party reimbursement issues that may deter volunteer use.
- Identify processes to assist with volunteer coordination, including protocols to handle walk-up volunteers and others who cannot participate due to state regulations. Jurisdictions that do not use spontaneous or other volunteers due to state regulations must describe in their plans how they plan to handle those types of volunteers during an incident.
- Leverage existing government and non-governmental volunteer registration programs, such as ESAR-VHP and Medical Reserve Corps (MRC).

To the greatest extent possible, all plans should be scalable to adapt to changing requirements based on the incident size, scope, and complexity.

response to public health emergencies. Volunteers should be included in training, drills, and exercises throughout the five-year performance period to demonstrate skills and competencies.



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The number, type, and sources of resources must be able to expand or retract rapidly.

Domain 6 Strategy: Strengthen Biosurveillance

Biosurveillance is the ability to conduct rapid and accurate laboratory tests to identify biological, chemical, radiological, and nuclear agents; and the ability to identify, discover, locate, and monitor - through active and passive surveillance - threats, disease agents, incidents, outbreaks, and adverse events, and provide relevant information in a timely manner to stakeholders and the public.

Associated Capabilities

- Capability 12: Public Health Laboratory Testing
- Capability 13: Public Health Surveillance and Epidemiological Investigation



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Associated Capabilities

- Capability 12: Public Health Laboratory Testing
- Capability 13: Public Health Surveillance and Epidemiological Investigation

Domain Activity: Conduct Epidemiological Surveillance and Investigation

Deliverable

Due Date

Local jurisdictions should continue to create, maintain, support, and strengthen routine surveillance and detection systems and epidemiological processes.

Local jurisdictions should evaluate surveillance and epidemiological investigation outcomes to identify deficiencies encountered during responses to public health threats and incidents and recommend opportunities for improvement.

Conduct border health surveillance activities.

The focus on cross-border preparedness reinforces public health whole community approach, which is essential for local-to-global threat risk management and response to actual events regardless of source or origin.

- Focus on improving information sharing and coordinate information technology goals, investments, and work plans
- Have access to trained personnel to manage and monitor routine jurisdictional surveillance and epidemiological investigation systems. Support surge requirements in response to threats to include supporting population at risk of adverse health outcomes as a result of the incident.

- Have procedures in place to establish partnerships, conduct investigations, and share information with other governmental agencies, partners, and organizations. This includes supporting populations at risk of adverse health

Mid-year and end of year report updates

Mid-year and end of year report updates



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Associated Capabilities

- Capability 12: Public Health Laboratory Testing
- Capability 13: Public Health Surveillance and Epidemiological Investigation

	<ul style="list-style-type: none"> • outcomes as a result of the incident. • Local jurisdictions located on the United States-Mexico border should conduct activities that enhance border health, particularly regarding disease detection, identification, investigation, and preparedness and response activities related to emerging diseases and infectious disease outbreaks whether naturally occurring or due to bioterrorism. 	
<p><i>Implement processes for using poison control center data for public health surveillance.</i></p> <p>Such data can be particularly helpful in 1) providing situational awareness during a known public health threat, 2) identifying an emerging public health threat, 3) identifying unmet public health communication needs following a public health threat, or 4) providing surveillance for specific exposures or illnesses of concern to the health department.</p>	<ul style="list-style-type: none"> • Provide processes with mid-year and end of year reporting 	<p>Mid-year and end of year report updates</p>
<p><i>Coordinate with epidemiological and vital records partners to implement electronic death registration (EDR) systems.</i></p>	<ul style="list-style-type: none"> • Local jurisdictions should prioritize development of scalable plans implement 	<p>Mid-year and end of year</p>



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Associated Capabilities

- Capability 12: Public Health Laboratory Testing
- Capability 13: Public Health Surveillance and Epidemiological Investigation

Local jurisdiction should coordinate with epidemiological partners to implement processes for active and passive mortality surveillance and EDR use. Depending upon the jurisdiction's prior experience with utilizing EDR systems during a response.

an EDR system, such as developing reporting and technological capability; assessing potential legal information sharing barriers and restrictions; and other actions that will help establish initial functionality. An option for EDR development planning can include working with the jurisdictional vital records office (VRO)

report updates

Regular Board of Supervisors Meeting

Meeting Date: 08/27/2019
Immunization Services
Submitted By: Ray Falkenberg, Health & Social Services
Department: Health & Social Services
Presentation: No A/V Presentation
Document Signatures: BOS Signature NOT Required

Recommendation: Approve
of ORIGINALS Submitted for Signature: 0

NAME of PRESENTER: Carrie Langley
Mandated Function?: Not Mandated

TITLE of PRESENTER: Health Director
Source of Mandate or Basis for Support?:

You will use this Agenda Item template if your item involves a Grant (whether a new or renewal grant). You also must attach the Grant Approval Form to the item before Finance will approve it. Select the SPECIAL LINKS on your left-hand menu and Click on "Grant Approval Form". Then complete the form, save it and attach it to your item (on the Attachments tab).

Information

Agenda Item Text:

Approve IGA# ADHS18-177676 Amendment 1, Immunization Services, between the Arizona Department of Health Services and Cochise Health & Social Services, with annual funding remaining static at \$128,415.

Background:

CHSS has received funds for its Immunization Program since 1993 to deliver immunization services to County residents. The State through agreements with CDC provides the vaccine to us free of charge. The grant funds pay for management, staffing, outreach, and operating costs of this program.

Our services, which are free for all uninsured or underinsured children, include: immunizing children against vaccine preventable diseases during the course of their childhood, maintaining their vaccination records in accordance with state and national requirements, and assisting school age children with required vaccinations in order to meet school registration and advancement requirements. The Public Health Nurses at all five Health Department locations conduct regular clinics at least weekly (which are heavily attended), special 'Back-to-School' clinics, annual involvement in Kindergarten Round-up, and additional walk-in Influenza vaccination clinics during the peak of "Flu season". Schedules have been expanded in Douglas to additional half-day clinics to address the increased demand in this community.

This amendment modifies the scope of work by including certain changes to the quality improvement program to align with CDC directives. The price sheet has not changed for this contract period.

Department's Next Steps (if approved):

Return executed contract to ADHS.

Impact of NOT Approving/Alternatives:

Noncompliance with the IGA scope of work, and cessation of the Immunization Program for Cochise County children.

To BOS Staff: Document Disposition/Follow-Up:

N/A

Budget Information

Information about available funds

Budgeted: **Funds Available:** **Amount Available:** 128415
Unbudgeted: **Funds NOT Available:** **Amendment:**

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 2020

One-time Fixed Costs? (\$\$\$):

Ongoing Costs? (\$\$\$):

County Match Required? (\$\$\$):

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$): 47489

Source of Funding?:

Fiscal Impact & Funding Sources (if known):

Attachments

Exec Summary

Grant Approval Form

IGA

Executive Summary Form Agenda Quick Item #4710

Recommendation:

Approve IGA# ADHS18-177676 Amendment 1, Immunization Services, between the Arizona Department of Health Services and Cochise Health & Social Services, with annual funding remaining static at \$128,415.

Background (Brief):

CHSS has received funds for its Immunization Program since 1993 to deliver immunization services to County residents. The State through agreements with CDC provides the vaccine to us free of charge. The grant funds pay for management, staffing, outreach, and operating costs of this program.

Our services, which are free for all uninsured or underinsured children, include: immunizing children against vaccine preventable diseases during the course of their childhood, maintaining their vaccination records in accordance with state and national requirements, and assisting school age children with required vaccinations in order to meet school registration and advancement requirements. The Public Health Nurses at all five Health Department locations conduct regular clinics at least weekly (which are heavily attended), special ‘Back-to-School’ clinics, annual involvement in Kindergarten Round-up, and additional walk-in Influenza vaccination clinics during the peak of “Flu season”. Schedules have been expanded in Douglas to additional half-day clinics to address the increased demand in this community.

This amendment modifies the scope of work by including certain changes to the quality improvement program to align with CDC directives. The price sheet has not changed for this contract period.

Fiscal Impact & Funding Sources:

This is a grant-funded program through the Arizona Department of Health Services. Staff funding is provided on a cost-reimbursable basis for up to \$50,000 annually, with the remainder of funding provided on a fixed-rate basis according to a variety of immunization activities paid at per-unit assigned values.

The net county subsidy is calculated as follows:

Budgeted Salaries/EREs	\$102,411
A-87 OH @ 50.57%	\$51,789
Negotiated OH	<u>\$4,300</u>
Net County Subsidy	\$47,489

Next Steps/Action Items/Follow-Up:

Your approvals are respectfully requested.

Impact of Not Approving:

Noncompliance with the IGA scope of work, and cessation of the Immunization Program for Cochise County children.

COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator:

Date Prepared:

Point of Contact:

Phone Number:

Department:

PRIMARY GRANT

Primary Grantor:

CFDA:
www.CFDA.gov

Grant Title:

Grant Term From:

To:

Total Award Amount:

New Grant: Yes No

Grant No:

Amendment: Yes No

Amendment No:

GL Account No:

If new, Finance will assign a fund number.

Strategic Plan:

District:

Mandated by Law

Yes

No

Number of Positions Funded:

Asset(s) Acquired:

Grantor's reimbursement mileage rate:

Health or pension reimbursement:

Other reimbursement:

Briefly describe the purpose of the grant:

If this is a mandated service, cite the source. If not mandated, cite indications of local customer support for this service.

PRIMARY FUNDING SOURCE

Funding Year: Federal Funds 332.100

State Funds 336.100

County Funds 391.000

Other Funds:

Total Funds:

Has this amount been budgeted? Yes No

Method of collecting funds: Lump Sum Quarterly Draw Reimbursement

Is revertment of unexpected funds required at the end of grant period? Yes No

(a) Total indirect (A-87) Cost Allocation:

(b) Amount of overhead allowed by grant:

County Subsidy (a) - (b) =

Is there a Secondary Grant Award associated with this Grant? Yes No

Name of Grant: Funder:

If yes please complete an additional grant approval form.

Is County match required? Yes No

County match source:

County match dollar amount or percentage:

NOTE: Please attach this Grant Approval form to the AgendaQuick item. The AgendaQuick "Grant Approval template" must be used. Once approved by the Board of Supervisors, the department is responsible for sending a copy of the fully executed GRANT DOCUMENT (not this approval form) to the Finance Department.



**INTERGOVERNMENTAL AGREEMENT (IGA)
AMENDMENT**

**ARIZONA DEPARTMENT OF
HEALTH SERVICES**
150 N. 18th Avenue, Suite 260
Phoenix, Arizona 85007

Contract No.: **ADHS18-177676**

Amendment No.: **1**

Procurement Officer:
Bariah Steiner

Immunization Services

Pursuant to Uniform Terms and Conditions, Provision (6) Contract Changes, (6.1) Amendments, Purchase Orders, and Change Orders, it is mutually agreed that the Intergovernmental Agreement referenced is amended as follows:

The Scope of Work is hereby revised and replaced as follows:

1. Section Four (4), Tasks, Item 4.1.2, is hereby revised in this Amendment One (1) to read:
 - 4.1.2. Share the IAP and Immunization Quality Improvement for Providers (IQIP) Assessment Reports with the Medical Director, Local Health Officer (LHO), and/or other staff for review and/or approval as dictated by county health department protocol.
2. Section Four (4), Tasks, Item 4.5, Activity Five (5) AFIX Assessment Reports, is hereby revised and replaced in this Amendment One (1)

Continued onto the next page

ALL OTHER PROVISIONS OF THIS AGREEMENT REMAIN UNCHANGED.

COCHISE COUNTY

Contractor Name:

Authorized Signature

1415 W. MELODY LN., BLDG A

Address:

Print Name

Bisbee

AZ

85603-3090

Deputy Director

City

State

Zip

Title

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of Arizona

This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory.

State of Arizona

Christine J. Roberts

May 2, 2019

Signature

Date

Signed this _____ day of _____ 20__.

Christine J. Roberts, Esq,

Civil Deputy County Attorney

Print Name

Title

Procurement Officer

Attorney General Contract No.: **ADHS18-177676**, which is an Agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney, 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.

RESERVED FOR USE BY THE SECRETARY OF STATE


Signature

Date

Assistant Attorney General

Print Name

Title

	INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT SCOPE OF WORK		ARIZONA DEPARTMENT OF HEALTH SERVICES 150 N. 18 th Avenue, Suite 260 Phoenix, Arizona 85007
	Contract No.: ADHS18-177676	Amendment No.: 1	Procurement Officer: Bariah Steiner

4.5. Activity Five (5) Immunization Quality Improvement

4.5.1. AIPO will provide quality improvement assistance to the Contractor, on an annual basis, as part of the Immunization Quality Improvement for Providers (IQIP) program. This program replaces the current Assessment, Feedback, Incentives and eXchange (AFIX) program, per CDC directives, on July 1, 2019. As part of the IQIP requirements, the Contractor shall receive the following assistance:

- 4.5.1.1. An annual in-person site visit from AIPO staff to include an ASIIS-based coverage rate report for children ages 24-35 months and for adolescents aged thirteen (13) years, including a list of patients not up-to-date. The visit will include a discussion of current immunization practices and quality improvement goals;
- 4.5.1.2. Phone-based check-in calls at two (2) months and six (6) months post-site visit to include a discussion of the quality improvement objectives and any technical assistance requested by the Contractor; and
- 4.5.1.3. An email-based check-in at twelve (12) months post-site visit, to include a follow-up coverage rate assessment, a discussion of progress toward quality improvement goals, and any other technical assistance requested by the Contractor.

4.5.2. **Removed.**