



# Cochise County Board of Supervisors

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**THOMAS E. BORER**  
Chairman  
District 1

**ANN ENGLISH**  
Vice-Chairman  
District 2

**PEGGY JUDD**  
Supervisor  
District 3

**EDWARD T. GILLIGAN**  
County Administrator

**SHARON GILMAN**  
Associate County Administrator

**ARLETHE R. MORRISON**  
Clerk of the Board

## **AGENDA FOR REGULAR BOARD MEETING**

**Tuesday, December 3, 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.*

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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 November 19, 2019.
2. Approve Community Enhancement Fund expenditures for Districts 2 and 3; District 2: Firewise Chip Removal Project; Bisbee Light Project; and Bay Acres Community Clean-up Project; and District 3: Brighten the Path-Benson, effective December 3, 2019.

#### **County Attorney**

3. Authorize the Arizona Attorney General's Office to represent Cochise County in all tax appeal litigation of centrally assessed property for tax years 2019 and 2020.

#### **Elections**

4. Approve the appointment of 4 Republican Precinct Committeemen by recommendation of their Cochise County Party Chairmen to serve through the October 1, 2020 term.

## **Finance**

5. Approve demands and budget amendments for operating transfers.

## **Health & Social Services**

6. Approve Amendment #1 to Intergovernmental Agreement (IGA) YH16-0018-13 between Cochise County and the Arizona Health Care Cost Containment System (AHCCCS) for detention inmate inpatient medical care, in the amount of \$10,000, effective May 1, 2019.

## **PUBLIC HEARINGS**

### **Board of Supervisors**

7. Approve a new series #12 (restaurant) liquor license application submitted by Mr. Christopher Dirk Cowart, for Stronghold Cafe, located at 1040 Eastland Road, Cochise, AZ 85606.

## **ACTION**

### **Board of Supervisors**

8. Approve policy changes to: Workers Compensation, Election Worker, Emergency Declaration and Resources, Education Reimbursement, and Documenting Employee Performance, effective January 1, 2020.
9. Approve an Intergovernmental Agreement (IGA) between Cochise County and the following municipal corporations: Benson, Bisbee, Douglas, Sierra Vista, and Willcox in support of Cochise County Tourism and Economic Council, effective through June 30, 2020 with automatic renewals for three successive one-year periods.

### **Court Administration**

10. Certify that the total court revenues collected in Fiscal Year 2018/2019 exceeded total court revenues collected in Fiscal Year 1997/1998, and authorize distribution of the 5% set-aside revenues, pursuant to ARS 41-2421.

### **Emergency Services**

11. Approve Emergency Management Performance Grant EMF-2019-EP-0010 between Cochise County and the Arizona Department of Emergency and Military Affairs, in the amount of \$187,206.36 effective July 1, 2019 through June 30, 2020.

## **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.

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**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:** 12/03/2019

Minutes

**Submitted By:** Melissa Tucker, 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 the Minutes of the regular meeting of the Board of Supervisors of November 19, 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, November 19, 2019**

A regular board meeting of the Cochise County Board of Supervisors was held on Tuesday, November 19, 2019 at 10:00 a.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Thomas E. Borer, Chairman; Ann English, Vice-Chairman; Peggy Judd, Supervisor  
Staff Edward T. Gilligan, County Administrator; Sharon Gilman, Associate County  
Present: Administrator; Britt W. Hanson, Chief Civil Deputy County Attorney; Melissa Tucker,  
Administrative Assistant; Amanda Baillie, Public Information Officer

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

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***CONSENT***

**Board of Supervisors**

1. Approve the Minutes of the regular meeting of the Board of Supervisors of November 5, 2019.

**Development Services**

2. Approve Maneuver In-License Agreement Amendment 1 between the County and the United States of America, to utilize the Bisbee-Douglas International Airport for recurring military training and operations by the 563 Rescue Group, a tenant unit on Davis-Monthan Air Base.

**Finance**

3. Approve demands and budget amendments for operating transfers.

Vice-Chairman English moved to approved items 1-3 on the consent agenda. Supervisor Judd seconded the motion and it carried unanimously.

***ACTION***

**County Attorney**

4. Approve Job Description for Mental Health Program Coordinator, to Implement the County Attorney's Alternative Resolution Program with the Purpose of Directing Persons with Significant Mental Health Issues, Charged with Low Level or Nuisance Crimes, Out of the Criminal Justice System and into the Mental Health Treatment System.

Mr. Brian McIntyre, County Attorney, presented this item. Mr. McIntyre gave thanks to the Board and Mr. Gilligan for their support and input regarding the new mental health program, "Giving Recovery A Chance" (GRACE) during a work session last month. This position will serve to assist, coordinate treatment, housing, benefits, employment and hold individuals accountable for staying connected into treatment. The concept of this program is to help break the criminal system cycle that many people with significant mental health problems find themselves in, leading to repeated spells in jail. Mr. McIntyre stated that the Coordinator will gather data and make recommendations to prosecutors as to the suitability of defendants for participation in the Program. For those admitted to the Program, the Coordinator will coordinate mental health treatment for them and connect them to mental health services, monitor and report their progress, and make recommendations to the prosecutor to dismiss or resume the criminal case.

Vice-Chairman English stated that this was a big step Mr. McIntyre took in taking a different role to help these individuals with significant mental health issues and strongly supports the (GRACE) program.

Supervisor Judd moved to approve Job Description for Mental Health Program Coordinator, to Implement the County Attorney's Alternative Resolution Program with the Purpose of Directing Persons with Significant Mental Health Issues, Charged with Low Level or Nuisance Crimes, Out of the Criminal Justice System and into the Mental Health Treatment System. Vice-Chairman English seconded the motion.

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

5. Approve request to withdraw/transfer \$175,000 from the General Fund Contingency account to fund the County Attorney Office's Restoration to Competency program.

Mr. Dan Duchon, Budget Manager, presented this item. He gave the background and explained the need for the transfer and noted the available funds to cover the continuation of the program.

Vice-Chairman English moved to approve request to withdraw/transfer \$175,000 from the General Fund Contingency account to fund the County Attorney Office's Restoration to Competency program. Supervisor Judd seconded the motion.

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

6. Approve request to withdraw/transfer \$50,000 from the General Fund Contingency account to fund the County Attorney Office's proposed Mental Health Program.

Mr. Dan Duchon, Budget Manager, presented this item. He gave the background and explained the need for the transfer and noted the available funds to cover the continuation of the program to include training, travel, and other costs for employees involved in the program.

Mr. Britt Hanson, Chief Deputy County Attorney, stated that this would be a cost savings to the County and be a benefit to those who needed this type of program. He also suggested a presentation at the end of the fiscal year be done for the Board to let them know the progress of the program.

Supervisor Judd moved to approve request to withdraw/transfer \$50,000 from the General

Fund Contingency account to fund the County Attorney Office's proposed Mental Health Program. Vice-Chairman English seconded the motion.

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

**CALL TO THE PUBLIC**

Chairman Borer opened the call to the public.

Mr. Jorge Moran, County resident, addressed the Board regarding his concern of speed limits in his area and asked the Board to look at the current speed limits and avoid possible collisions.

No one else chose to speak and Chairman Borer 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.*

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

Mr. Gilligan stated that the Library District was going to be recognized for their "One County, One Card" Program by the Arizona Association of Counties (AACo) and discussed several construction projects countywide.

**SUMMARY OF CURRENT EVENTS**

**Report by District 1 Supervisor, Thomas E. Borer**

Chairman Borer stated that he would be judging a high school culinary competition.

**Report by District 2 Supervisor, Ann English**

Vice-Chairman English deferred her report.

**Report by District 3 Supervisor, Peggy Judd**

Supervisor Judd said that her constituency is excited about the possibility of the Boeing Starliner landing in Cochise County.

Chairman Borer adjourned the meeting at 10:28 a.m.

APPROVED:

\_\_\_\_\_  
Thomas E. Borer, Chairman

ATTEST:

\_\_\_\_\_

Melissa Tucker, Administrative Assistant

Demands 11/14/2019  
Date Range 11/01/19-11/14/19  
Warrant Range 36874-37162

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
36874	11/04/2019	KE&G Construction Inc.	2100 - Facilities Management	400 County Capital Projects	54,963.81
36875	11/04/2019	Servicemaster Commercial Cleaning Services, LLC	2100 - Facilities Management	216 SEACOM Operations	1,870.63
36876	11/07/2019	A Check America	2200 - Human Resources	100 General Fund	464.00
36877	11/07/2019	A+ Language Services	1300 - Public Defender	100 General Fund	175.00
36878	11/07/2019	A-1 Shredding	0810 - Court Administration	100 General Fund	1,650.00
36879	11/07/2019	AlphaGraphics	7000 - Solid Waste	505 Solid Waste	993.84
36880	11/07/2019	Anderson, Steven James	0810 - Court Administration	549 Probate Fees	250.00
36881	11/07/2019	Aqua Life	0920 - Justice Court 2	100 General Fund	11.00
36882	11/07/2019	Arizona Association of Superior Court Clerks	0700 - Clerk of the Superior Court	100 General Fund	150.00
36883	11/07/2019	Arizona Department of Corrections	1710 - Heavy Fleet Management	600 Heavy Fleet Managemen	32.00
36883	11/07/2019	Arizona Department of Corrections	2100 - Facilities Management	100 General Fund	132.00
36883	11/07/2019	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	277.72
36884	11/07/2019	Arizona Department of Transportation	1750 - Fleet Management	109 Fleet Management	2,031.00
36885	11/07/2019	Arizona Public Service - APS	2100 - Facilities Management	100 General Fund	1,689.96
36885	11/07/2019	Arizona Public Service - APS	4010 - Highway Dept Administration	251 Highway Fund	282.23
36886	11/07/2019	Arizona State Prison Complex	4010 - Highway Dept Administration	251 Highway Fund	677.11
36887	11/07/2019	Arizona Supreme Court	1200 - Juvenile Court Services	100 General Fund	9.00
36888	11/07/2019	Arizona Water Company	2100 - Facilities Management	100 General Fund	26.94
36888	11/07/2019	Arizona Water Company	7000 - Solid Waste	505 Solid Waste	909.15
36889	11/07/2019	B & D Lumber and Hardware	3000 - Sheriff	100 General Fund	119.54
36890	11/07/2019	Bank of America	1600 - Finance	100 General Fund	116,965.33
36891	11/07/2019	Beacon Secure	1300 - Public Defender	100 General Fund	55.00
36892	11/07/2019	Benjamin Supply Inc.	3000 - Sheriff	100 General Fund	62.93
36893	11/07/2019	Bisbee Napa	1710 - Heavy Fleet Management	600 Heavy Fleet Managemen	227.43
36893	11/07/2019	Bisbee Napa	2100 - Facilities Management	100 General Fund	46.61
36894	11/07/2019	Borer, Thomas Edward	0100 - Board of Supervisors	100 General Fund	773.72
36895	11/07/2019	Bowie Water Improvement District	2100 - Facilities Management	100 General Fund	98.98
36895	11/07/2019	Bowie Water Improvement District	4010 - Highway Dept Administration	251 Highway Fund	57.67
36896	11/07/2019	Bradley R Johnson MD PLLC	1300 - Public Defender	100 General Fund	175.00
36897	11/07/2019	Butterworth, Debbie	9000 - School Superintendent	278 Small Schools	57.05
36898	11/07/2019	Carey Group Publishing	1200 - Juvenile Court Services	100 General Fund	25.65
36899	11/07/2019	CenturyLink Communications	0600 - County Attorney	100 General Fund	36.76
36899	11/07/2019	CenturyLink Communications	0600 - County Attorney	124 Attrny Anti-Racketeering	36.76
36899	11/07/2019	CenturyLink Communications	1100 - Adult Probation	100 General Fund	152.95
36899	11/07/2019	CenturyLink Communications	1200 - Juvenile Court Services	100 General Fund	85.56
36899	11/07/2019	CenturyLink Communications	2100 - Facilities Management	100 General Fund	111.21
36899	11/07/2019	CenturyLink Communications	3000 - Sheriff	100 General Fund	73.42
36899	11/07/2019	CenturyLink Communications	4010 - Highway Dept Administration	251 Highway Fund	462.71
36899	11/07/2019	CenturyLink Communications	7000 - Solid Waste	505 Solid Waste	166.81
36899	11/07/2019	CenturyLink Communications	9000 - School Superintendent	100 General Fund	36.76
36900	11/07/2019	Cintas Corporation No. 445	4010 - Highway Dept Administration	251 Highway Fund	3,833.54
36900	11/07/2019	Cintas Corporation No. 445	7000 - Solid Waste	505 Solid Waste	244.60
36901	11/07/2019	City of Bisbee	1900 - Development Services	100 General Fund	8,268.30
36902	11/07/2019	Clear Springs Utility, Inc.	4010 - Highway Dept Administration	251 Highway Fund	172.83
36903	11/07/2019	Cloud, Shelly R.	0810 - Court Administration	549 Probate Fees	250.00
36904	11/07/2019	Cochise Combined Trust	2200 - Human Resources	100 General Fund	1,079.32
36905	11/07/2019	Cochise County JP#4 - Petty Cash	0940 - Justice Court 4	100 General Fund	0.60
36906	11/07/2019	Cochise Family Advocacy Center	1600 - Finance	100 General Fund	5,175.00
36907	11/07/2019	Cochise Lock and Safe, Inc.	2100 - Facilities Management	100 General Fund	98.11
36908	11/07/2019	Cochise Private Industry Council, Inc.	1600 - Finance	192 J.T.P.A.	60,780.00
36909	11/07/2019	Cochise Supplies, Inc.	4010 - Highway Dept Administration	251 Highway Fund	28.02

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
36910	11/07/2019	CompuFor LLC	0100 - Board of Supervisors	100 General Fund	2,500.00
36911	11/07/2019	Cooke, Stephen R.	0810 - Court Administration	168 Children's Issues Ed	285.00
36912	11/07/2019	Copygraphix Inc.	1310 - Legal Advocate	100 General Fund	189.21
36912	11/07/2019	Copygraphix Inc.	1600 - Finance	100 General Fund	26,300.74
36913	11/07/2019	Culligan of Tucson	0810 - Court Administration	100 General Fund	167.29
36913	11/07/2019	Culligan of Tucson	0810 - Court Administration	161 Local Court Assist Fund	45.11
36914	11/07/2019	David M Waterman dba Law Offices of David Waterman	0100 - Board of Supervisors	100 General Fund	2,400.00
36915	11/07/2019	Deluxe Business Forms	0200 - Treasurer	100 General Fund	86.44
36916	11/07/2019	Deneke, Buffy	0810 - Court Administration	100 General Fund	719.60
36917	11/07/2019	Direct TV	3000 - Sheriff	208 Sheriff Inmate Welfare	58.23
36918	11/07/2019	Douglas, City of	2100 - Facilities Management	100 General Fund	146.08
36918	11/07/2019	Douglas, City of	4010 - Highway Dept Administration	251 Highway Fund	255.87
36918	11/07/2019	Douglas, City of	7000 - Solid Waste	505 Solid Waste	42.32
36919	11/07/2019	Elfrida Water Improvement District	2100 - Facilities Management	100 General Fund	34.06
36920	11/07/2019	Empire Southwest LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Managemen	1,960.00
36921	11/07/2019	English, Ann S.	0100 - Board of Supervisors	100 General Fund	350.32
36922	11/07/2019	Ergon Asphalt & Emulsions, Inc.	4010 - Highway Dept Administration	251 Highway Fund	52,819.35
36923	11/07/2019	French, Edward D, Ph.D	0100 - Board of Supervisors	100 General Fund	1,560.00
36924	11/07/2019	Galyon, Scott	4010 - Highway Dept Administration	251 Highway Fund	7.83
36925	11/07/2019	Gaynes, Deborah L	0100 - Board of Supervisors	100 General Fund	1,219.50
36926	11/07/2019	Gregory, Gary	1900 - Development Services	100 General Fund	150.00
36927	11/07/2019	Griffith, David Bruce	0100 - Board of Supervisors	100 General Fund	3,740.00
36928	11/07/2019	Griffith, John W	0100 - Board of Supervisors	100 General Fund	1,200.00
36929	11/07/2019	Helm, Livesay, & Worthington, Ltd	1600 - Finance	100 General Fund	7.34
36930	11/07/2019	Hodges Glass Co Inc	1710 - Heavy Fleet Management	600 Heavy Fleet Managemen	765.33
36931	11/07/2019	Honeman, Van G.	0600 - County Attorney	100 General Fund	104.00
36931	11/07/2019	Honeman, Van G.	0810 - Court Administration	100 General Fund	433.00
36932	11/07/2019	IMS Infrastructure Management Services, LLC	4010 - Highway Dept Administration	251 Highway Fund	5,600.00
36933	11/07/2019	IronHawk Elevator LLC	2100 - Facilities Management	100 General Fund	750.00
36934	11/07/2019	Jellison Law Offices, PLLC	0100 - Board of Supervisors	100 General Fund	225.00
36935	11/07/2019	John William Lovell, PC	0100 - Board of Supervisors	100 General Fund	3,280.00
36936	11/07/2019	Keefe Commissary Network, LLC	3000 - Sheriff	208 Sheriff Inmate Welfare	2,712.86
36937	11/07/2019	Kimminau Law Firm PC	0100 - Board of Supervisors	100 General Fund	1,196.99
36938	11/07/2019	Law Office of Joan M Sacramento	0810 - Court Administration	549 Probate Fees	350.00
36939	11/07/2019	Law Office of Linda Bergevin, PLLC	0100 - Board of Supervisors	100 General Fund	1,200.00
36940	11/07/2019	Law Office of Stephanie C. Stoltman	0100 - Board of Supervisors	100 General Fund	2,400.00
36941	11/07/2019	Maddux & Sons Inc	4010 - Highway Dept Administration	251 Highway Fund	12,755.40
36942	11/07/2019	Mascot Home and Construction, LLC	2100 - Facilities Management	100 General Fund	13,000.00
36943	11/07/2019	Morgan, J. Michael Ph. D.	0810 - Court Administration	100 General Fund	1,315.00
36944	11/07/2019	Nyander, Penny Sue	0100 - Board of Supervisors	100 General Fund	892.00
36945	11/07/2019	Pioneer Title Agency	1900 - Development Services	100 General Fund	700.00
36946	11/07/2019	Pitney Bowes Reserve Account	2100 - Facilities Management	100 General Fund	10,000.00
36947	11/07/2019	Porta-Pot	7000 - Solid Waste	505 Solid Waste	750.75
36948	11/07/2019	Prudential Overall Supply	1710 - Heavy Fleet Management	600 Heavy Fleet Managemen	164.01
36948	11/07/2019	Prudential Overall Supply	1750 - Fleet Management	109 Fleet Management	124.54
36949	11/07/2019	Rafindadi, Karlaye dba	1100 - Adult Probation	147 Adult Probation Svcs Fee	2,475.00
36950	11/07/2019	Rock House Construction LLC	1900 - Development Services	100 General Fund	9,145.00
36951	11/07/2019	Ron Turley Associates, Inc.	1750 - Fleet Management	109 Fleet Management	267.37
36952	11/07/2019	Rothrock Investigations, LLC	0100 - Board of Supervisors	100 General Fund	2,217.04
36953	11/07/2019	Safeway Stores Inc.	0950 - Justice Court 5	100 General Fund	101.00
36954	11/07/2019	Schlesinger, Aaron	0600 - County Attorney	100 General Fund	77.00
36954	11/07/2019	Schlesinger, Aaron	0600 - County Attorney	124 Attrny Anti-Racketeering	28.00
36954	11/07/2019	Schlesinger, Aaron	0810 - Court Administration	100 General Fund	1,723.00
36955	11/07/2019	Schlievert, Scott W.	0100 - Board of Supervisors	100 General Fund	2,400.00

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
36956	11/07/2019	Senergy Petroleum LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	11,833.54
36956	11/07/2019	Senergy Petroleum LLC	1750 - Fleet Management	109 Fleet Management	9,856.96
36957	11/07/2019	Servicemaster Commercial Cleaning Services, LLC	2100 - Facilities Management	216 SEACOM Operations	1,870.63
36958	11/07/2019	Southwest Disposal LC	2100 - Facilities Management	100 General Fund	131.25
36959	11/07/2019	Southwest Gas Corporation	2100 - Facilities Management	100 General Fund	975.86
36959	11/07/2019	Southwest Gas Corporation	2100 - Facilities Management	105 Bisbee/Douglas Airport	97.12
36960	11/07/2019	Sparkletts	9000 - School Superintendent	100 General Fund	28.42
36961	11/07/2019	St. Clair, Kate M	9000 - School Superintendent	280 School Reserve Fund	1,221.51
36962	11/07/2019	Stamback Septic Service	7000 - Solid Waste	505 Solid Waste	611.50
36963	11/07/2019	Streitfeld, Stephen V. MD PC	0810 - Court Administration	100 General Fund	500.00
36964	11/07/2019	Sulphur Springs Valley Electric Cooperative, Inc.		100 General Fund	679.33
36964	11/07/2019	Sulphur Springs Valley Electric Cooperative, Inc.	2100 - Facilities Management	100 General Fund	482.88
36964	11/07/2019	Sulphur Springs Valley Electric Cooperative, Inc.	4010 - Highway Dept Administration	251 Highway Fund	365.64
36964	11/07/2019	Sulphur Springs Valley Electric Cooperative, Inc.	7000 - Solid Waste	505 Solid Waste	156.48
36965	11/07/2019	Sune D14 Misc-A Holdings, LLC	2100 - Facilities Management	100 General Fund	8,511.46
36966	11/07/2019	Technical Resource Management, Inc.	1200 - Juvenile Court Services	100 General Fund	7.70
36967	11/07/2019	Tecta America Corp	2100 - Facilities Management	400 County Capital Projects	2,923.98
36968	11/07/2019	Templeman, Douglas D	0810 - Court Administration	100 General Fund	58.58
36969	11/07/2019	The Bisbee Observer LLC	0200 - Treasurer	100 General Fund	45.00
36970	11/07/2019	The Law Offices of Harriette P Levitt, PLLC	0100 - Board of Supervisors	100 General Fund	265.00
36971	11/07/2019	Trane U.S. Inc.	2100 - Facilities Management	400 County Capital Projects	15,695.00
36972	11/07/2019	TransUnion Risk and Alternative Data Solutions	1350 - Legal Defender	100 General Fund	54.80
36973	11/07/2019	Trinity Services Group, Inc.	3000 - Sheriff	100 General Fund	43,208.13
36974	11/07/2019	Valley Telephone Cooperative, Inc.	3000 - Sheriff	208 Sheriff Inmate Welfare	79.90
36975	11/07/2019	Vulcan Materials	4010 - Highway Dept Administration	251 Highway Fund	3,215.68
36976	11/07/2019	W W Grainger Inc	2100 - Facilities Management	100 General Fund	948.43
36977	11/07/2019	Waste Management of Arizona, Inc.	2100 - Facilities Management	100 General Fund	174.96
36978	11/07/2019	Waxie Sanitary Supply	3000 - Sheriff	100 General Fund	866.37
36979	11/07/2019	Wells, Doris K.	1800 - IT/Communications	100 General Fund	980.00
36980	11/07/2019	West Press	1200 - Juvenile Court Services	100 General Fund	442.05
36981	11/07/2019	Whetstone Water Improvement District	4010 - Highway Dept Administration	251 Highway Fund	93.77
36982	11/07/2019	Wick Communications	0200 - Treasurer	100 General Fund	74.53
36983	11/07/2019	Willcox, City of	2100 - Facilities Management	100 General Fund	881.86
36983	11/07/2019	Willcox, City of	4010 - Highway Dept Administration	251 Highway Fund	622.08
36983	11/07/2019	Willcox, City of	7000 - Solid Waste	505 Solid Waste	264.99
36984	11/07/2019	WIST Office Products Co	0600 - County Attorney	100 General Fund	999.92
36985	11/07/2019	Zumar Industries, Inc.	4010 - Highway Dept Administration	251 Highway Fund	35,421.10
36986	11/07/2019	Pearl Valenzuela dba Photos by Pearl	0810 - Court Administration	100 General Fund	125.00
36987	11/07/2019	Erica Acosta	0920 - Justice Court 2	100 General Fund	25.00
36988	11/07/2019	Alice Ban	0940 - Justice Court 4	100 General Fund	25.00
36989	11/07/2019	Blue Horizon Motel	0950 - Justice Court 5	100 General Fund	8.40
36990	11/07/2019	Oscar Gabriel Araujo Corrales	0920 - Justice Court 2	100 General Fund	500.00
36991	11/07/2019	Jeremy Courtney	0950 - Justice Court 5	100 General Fund	50.00
36992	11/07/2019	Ana Diaz	0920 - Justice Court 2	100 General Fund	8.40
36993	11/07/2019	Dianna Fischer	0950 - Justice Court 5	100 General Fund	150.00
36994	11/07/2019	Jennings, Jeffrey	0950 - Justice Court 5	100 General Fund	16.81
36995	11/07/2019	Lodging Inn Iowa, LLC	0920 - Justice Court 2	100 General Fund	25.00
36996	11/07/2019	Angelica Luzania	0920 - Justice Court 2	100 General Fund	25.00
36997	11/07/2019	Maria Ortega	0950 - Justice Court 5	100 General Fund	100.00
36998	11/07/2019	Pima County Consolidated Court	0940 - Justice Court 4	100 General Fund	1,500.00
36999	11/07/2019	Rent A Center	0950 - Justice Court 5	100 General Fund	84.03
37000	11/07/2019	Safeway Loss Prevention	0930 - Justice Court 3	100 General Fund	25.00
37001	11/07/2019	Lisa Thompson	0950 - Justice Court 5	100 General Fund	150.00
37002	11/07/2019	Walmart	0920 - Justice Court 2	100 General Fund	21.01

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37003	11/07/2019	Walmart	0930 - Justice Court 3	100 General Fund	70.17
37004	11/14/2019	AFLAC	1600 - Finance	501 Cochise Combined Trust	8,034.76
37005	11/14/2019	Arizona Department of Administration-Risk Managemt	1600 - Finance	110 Payroll Clearing Fund	5,271.28
37006	11/14/2019	Cochise County/Sheakley/National Bank	1600 - Finance	110 Payroll Clearing Fund	8,454.98
37007	11/14/2019	AB STAFFING SOLUTIONS, LLC	5000 - Health Dept	100 General Fund	3,850.00
37008	11/14/2019	Alex Espinosa's Bisbee Funeral Home	5000 - Health Dept	100 General Fund	2,514.00
37009	11/14/2019	Jacob Amaru	0100 - Board of Supervisors	100 General Fund	536.00
37010	11/14/2019	Amazon.com LLC	8000 - County Library District	171 County Library	1,064.94
37011	11/14/2019	AMCS Group Inc.	7000 - Solid Waste	505 Solid Waste	2,415.35
37012	11/14/2019	Joseph L. AndrewsSR	0500 - Elections	100 General Fund	115.00
37013	11/14/2019	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	140.25
37014	11/14/2019	Arizona Department of Corrections ASPC-Tucson	7000 - Solid Waste	505 Solid Waste	150.75
37015	11/14/2019	Arizona Machinery Company, LLC dba Stotz Equipment	1710 - Heavy Fleet Management	600 Heavy Fleet Management	561.36
37016	11/14/2019	Arizona Medical Waste, LLC	5000 - Health Dept	100 General Fund	298.88
37017	11/14/2019	Arizona Public Service - APS	2100 - Facilities Management	100 General Fund	197.04
37018	11/14/2019	Arizona State Hospital	1600 - Finance	100 General Fund	50,932.00
37019	11/14/2019	Arizona State Treasurer	1600 - Finance	100 General Fund	184,567.00
37020	11/14/2019	Arizona Water Company	2100 - Facilities Management	100 General Fund	77.49
37021	11/14/2019	Atomic Nutrition, LLC	5000 - Health Dept	228 W.I.C. Grant	2,210.96
37022	11/14/2019	Azam, Syed T.	5000 - Health Dept	100 General Fund	750.00
37022	11/14/2019	Azam, Syed T.	5000 - Health Dept	234 TB Control	500.00
37023	11/14/2019	B & D Lumber and Hardware	3000 - Sheriff	100 General Fund	113.65
37024	11/14/2019	Heather Marie Baker	0100 - Board of Supervisors	100 General Fund	675.00
37025	11/14/2019	Baker & Taylor, LLC	8000 - County Library District	171 County Library	2,011.86
37025	11/14/2019	Baker & Taylor, LLC	8000 - County Library District	172 State Grt in Aid 08-A-2	799.11
37026	11/14/2019	Beacon Secure	5000 - Health Dept	100 General Fund	65.00
37027	11/14/2019	Benson, City of	2100 - Facilities Management	100 General Fund	381.90
37027	11/14/2019	Benson, City of	5000 - Health Dept	100 General Fund	700.00
37028	11/14/2019	Bestway Electric Motor Service Co. , Inc.	2100 - Facilities Management	105 Bisbee/Douglas Airport	725.00
37029	11/14/2019	Bisbee Napa	2100 - Facilities Management	100 General Fund	4.99
37030	11/14/2019	Bisbee, City of (AMBULANCE)	5000 - Health Dept	100 General Fund	1,996.12
37031	11/14/2019	Blackstone Audio, Inc.	8000 - County Library District	171 County Library	282.00
37032	11/14/2019	Bradley R Johnson MD PLLC	0810 - Court Administration	100 General Fund	500.00
37033	11/14/2019	Bug-Wiser Exterminating, Inc.	2100 - Facilities Management	105 Bisbee/Douglas Airport	45.00
37033	11/14/2019	Bug-Wiser Exterminating, Inc.	3000 - Sheriff	100 General Fund	180.00
37034	11/14/2019	Cable One dba Sparklight	0810 - Court Administration	100 General Fund	416.45
37034	11/14/2019	Cable One dba Sparklight	1800 - IT/Communications	100 General Fund	160.32
37035	11/14/2019	Cardinal Health Inc.	5000 - Health Dept	232 Family Planning	716.47
37036	11/14/2019	CDW LLC	1800 - IT/Communications	100 General Fund	13,739.95
37036	11/14/2019	CDW LLC	1800 - IT/Communications	450 M.I.S. Capital Reserve	23,866.34
37036	11/14/2019	CDW LLC	1800 - IT/Communications	585 CASA Grant	412.94
37037	11/14/2019	Cengage Learning, Inc. dba GALE	8000 - County Library District	171 County Library	75.98
37038	11/14/2019	Center for Disease Detection, LLC	5000 - Health Dept	232 Family Planning	51.00
37038	11/14/2019	Center for Disease Detection, LLC	5000 - Health Dept	234 TB Control	42.00
37038	11/14/2019	Center for Disease Detection, LLC	5000 - Health Dept	237 Health S.T.D. Grant	349.00
37039	11/14/2019	CenturyLink Communications	3000 - Sheriff	100 General Fund	188.74
37039	11/14/2019	CenturyLink Communications	7000 - Solid Waste	505 Solid Waste	140.11
37040	11/14/2019	Cintas Corporation No. 445	7000 - Solid Waste	505 Solid Waste	244.60
37041	11/14/2019	City of Bisbee	2100 - Facilities Management	100 General Fund	7,446.51
37042	11/14/2019	City of Sierra Vista	8000 - County Library District	171 County Library	619.84
37043	11/14/2019	Cochise Lock and Safe, Inc.	2100 - Facilities Management	100 General Fund	145.87
37044	11/14/2019	Cochise Private Industry Council, Inc.	1600 - Finance	192 J.T.P.A.	51,374.00
37045	11/14/2019	Cohorn, Phyllis L.	0500 - Elections	100 General Fund	115.00
37046	11/14/2019	Community Bridges, Inc.	5000 - Health Dept	100 General Fund	30,900.00

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37047	11/14/2019	Copper Queen Community Hospital	0600 - County Attorney	121 Attorney Victim Compensat	1,755.45
37048	11/14/2019	Copygraphix Inc.	1600 - Finance	100 General Fund	626.90
37048	11/14/2019	Copygraphix Inc.	5000 - Health Dept	100 General Fund	156.69
37049	11/14/2019	Couchenour, Terry Edward	0500 - Elections	100 General Fund	30.00
37050	11/14/2019	COX Communication Arizona, LLC	0810 - Court Administration	100 General Fund	305.00
37051	11/14/2019	Crawford Supply Co	3000 - Sheriff	208 Sheriff Inmate Welfare	84.48
37052	11/14/2019	Cross Match Technologies, Inc.	0810 - Court Administration	100 General Fund	997.35
37053	11/14/2019	CureMD.com, Inc.	5000 - Health Dept	100 General Fund	305.00
37054	11/14/2019	Dagostino Private Investigations	0100 - Board of Supervisors	100 General Fund	1,409.58
37055	11/14/2019	Deneke, Buffy	0810 - Court Administration	100 General Fund	957.60
37056	11/14/2019	Diamond Star Polygraph Services	3000 - Sheriff	100 General Fund	175.00
37057	11/14/2019	Diamondback Police Supply Co	3000 - Sheriff	100 General Fund	938.90
37058	11/14/2019	Dotson, James M.	2200 - Human Resources	501 Cochise Combined Trust	246.48
37059	11/14/2019	Douglas, City of	2100 - Facilities Management	105 Bisbee/Douglas Airport	943.00
37060	11/14/2019	Douglas, City of	3000 - Sheriff	100 General Fund	3,121.35
37061	11/14/2019	Empire Southwest LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	183.52
37062	11/14/2019	ENTECH	5000 - Health Dept	228 W.I.C. Grant	1,430.00
37063	11/14/2019	Entenmann-Rovin Co	1220 - Juvenile Detention	100 General Fund	111.50
37064	11/14/2019	Ezzo Law	0100 - Board of Supervisors	100 General Fund	438.12
37065	11/14/2019	FAAC Incorporated	3000 - Sheriff	100 General Fund	2,277.50
37066	11/14/2019	Fry Fire District	5000 - Health Dept	100 General Fund	1,273.00
37067	11/14/2019	GlaxoSmithKline LLC	5000 - Health Dept	100 General Fund	202.50
37068	11/14/2019	Hatfield Funeral Home	5000 - Health Dept	100 General Fund	1,600.00
37069	11/14/2019	Henry Schein, Inc.	5000 - Health Dept	243 Immunization Program	2,441.43
37070	11/14/2019	Honorable Adam Ambrose	2200 - Human Resources	501 Cochise Combined Trust	215.00
37071	11/14/2019	International Chemtex Corporation	2100 - Facilities Management	100 General Fund	737.00
37072	11/14/2019	Jensen's Sierra Vista Mortuary	5000 - Health Dept	100 General Fund	1,200.00
37073	11/14/2019	JWS Web Design LLC	1800 - IT/Communications	100 General Fund	500.00
37074	11/14/2019	KE&G Construction Inc.	4110 - Engineering & Natural Resources	267 Wine Country Development	567,001.68
37075	11/14/2019	Keefe Commissary Network, LLC	3000 - Sheriff	208 Sheriff Inmate Welfare	1,267.56
37076	11/14/2019	Kehres, Christopher	0100 - Board of Supervisors	100 General Fund	100.00
37077	11/14/2019	Killer Bee Honey LLC	2100 - Facilities Management	100 General Fund	200.00
37078	11/14/2019	Language Line Services, Inc.	1300 - Public Defender	100 General Fund	1,050.13
37078	11/14/2019	Language Line Services, Inc.	5000 - Health Dept	100 General Fund	4.13
37079	11/14/2019	Law Office of Joan M Sacramento	0100 - Board of Supervisors	100 General Fund	1,700.00
37080	11/14/2019	Law Office of Sarah Michele Martin	0100 - Board of Supervisors	100 General Fund	2,930.00
37081	11/14/2019	Dean LeVay	1310 - Legal Advocate	100 General Fund	75.00
37082	11/14/2019	Lowell A. Jensen, PLC	0100 - Board of Supervisors	100 General Fund	2,400.00
37083	11/14/2019	Mack's Auto Parts Inc	1710 - Heavy Fleet Management	600 Heavy Fleet Management	548.54
37084	11/14/2019	McGowan, Mark J.	0100 - Board of Supervisors	100 General Fund	14,850.00
37085	11/14/2019	MDIG of Arizona, LLC	0600 - County Attorney	121 Attorney Victim Compensat	89.00
37085	11/14/2019	MDIG of Arizona, LLC	5000 - Health Dept	100 General Fund	475.06
37086	11/14/2019	Mindful Lactation	5000 - Health Dept	227 Breastfeeding Counseling Ser	240.00
37087	11/14/2019	MME Consulting Services LLC	1300 - Public Defender	104 Aid to Indigent Defense	75.00
37088	11/14/2019	Morin, Barth	2200 - Human Resources	501 Cochise Combined Trust	300.00
37089	11/14/2019	Morrison, Arlethe	2200 - Human Resources	100 General Fund	657.50
37090	11/14/2019	NCS Pearson, Inc.	1220 - Juvenile Detention	581 JCRF Planning Grant	270.00
37091	11/14/2019	NEOGOV	1800 - IT/Communications	100 General Fund	3,000.00
37092	11/14/2019	Net Transcripts, Inc.	1310 - Legal Advocate	100 General Fund	169.25
37093	11/14/2019	NI Government Services Inc	3000 - Sheriff	100 General Fund	221.18
37094	11/14/2019	Nyander, Penny Sue	0810 - Court Administration	100 General Fund	1,083.80
37095	11/14/2019	OCLC Online Computer Library Center, Inc.	8000 - County Library District	171 County Library	1,186.92
37096	11/14/2019	Pellegrin, Alicia	0100 - Board of Supervisors	100 General Fund	3,500.00
37097	11/14/2019	Priest, Nancy H	0500 - Elections	100 General Fund	84.00

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37098	11/14/2019	Prudential Overall Supply	1710 - Heavy Fleet Management	600 Heavy Fleet Management	448.65
37099	11/14/2019	PTS-Prisoner Transportation Services America LLC	3000 - Sheriff	100 General Fund	4,060.75
37100	11/14/2019	Purcell Tire & Rubber Company	1710 - Heavy Fleet Management	600 Heavy Fleet Management	2,434.51
37101	11/14/2019	Relda LLC dba Dermatec	3000 - Sheriff	100 General Fund	961.99
37102	11/14/2019	RevolutionaryText, LLC	0810 - Court Administration	100 General Fund	13,480.00
37103	11/14/2019	Reynolds, Janet	0500 - Elections	100 General Fund	63.00
37104	11/14/2019	Richardsons Remembrance Center	5000 - Health Dept	100 General Fund	1,515.00
37105	11/14/2019	Rincon Valley Fire District	5000 - Health Dept	100 General Fund	350.00
37106	11/14/2019	Robert J. Zohlmann, Esq.	0100 - Board of Supervisors	100 General Fund	1,000.00
37107	11/14/2019	Ross, Ramiro	0810 - Court Administration	100 General Fund	65.25
37108	11/14/2019	Ruiz, Gabriel	0500 - Elections	100 General Fund	50.00
37109	11/14/2019	Ruiz, Irene G	0500 - Elections	100 General Fund	205.82
37110	11/14/2019	RWC Group	1710 - Heavy Fleet Management	600 Heavy Fleet Management	5,872.28
37111	11/14/2019	Sanofi Pasteur	5000 - Health Dept	100 General Fund	3,912.05
37112	11/14/2019	Schiff, Laurence	5000 - Health Dept	100 General Fund	2,800.00
37113	11/14/2019	Schlesinger, Aaron	0810 - Court Administration	100 General Fund	330.40
37114	11/14/2019	Sedillos, Lorna Gries	5000 - Health Dept	245 Health Start	250.00
37115	11/14/2019	Senergy Petroleum LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	13,267.69
37116	11/14/2019	Sheakley Pension Administration Inc.	2200 - Human Resources	501 Cochise Combined Trust	2,901.50
37117	11/14/2019	Sierra Vista NAPA	1710 - Heavy Fleet Management	600 Heavy Fleet Management	1,539.95
37118	11/14/2019	Smith, Linda S	0500 - Elections	100 General Fund	84.00
37119	11/14/2019	Southwest Disposal LC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	131.25
37120	11/14/2019	Southwest Gas Corporation	2100 - Facilities Management	100 General Fund	2,640.87
37121	11/14/2019	Sparkletts	0100 - Board of Supervisors	100 General Fund	78.75
37121	11/14/2019	Sparkletts	1800 - IT/Communications	100 General Fund	168.26
37121	11/14/2019	Sparkletts	8000 - County Library District	171 County Library	40.60
37121	11/14/2019	Sparkletts	9000 - School Superintendent	100 General Fund	40.03
37122	11/14/2019	Stamback Septic Service	7000 - Solid Waste	505 Solid Waste	611.50
37123	11/14/2019	Stericycle Inc.	5000 - Health Dept	100 General Fund	356.62
37124	11/14/2019	Steven D. West, P.C.	0100 - Board of Supervisors	100 General Fund	8,403.65
37125	11/14/2019	Sullivan, Jean	0500 - Elections	100 General Fund	140.00
37126	11/14/2019	Sulphur Springs Valley Electric Cooperative, Inc.	2100 - Facilities Management	100 General Fund	4,558.02
37126	11/14/2019	Sulphur Springs Valley Electric Cooperative, Inc.	7000 - Solid Waste	505 Solid Waste	905.68
37126	11/14/2019	Sulphur Springs Valley Electric Cooperative, Inc.	8000 - County Library District	171 County Library	83.98
37127	11/14/2019	The Bisbee Observer LLC	2200 - Human Resources	100 General Fund	297.05
37128	11/14/2019	dbaOschmann Employee Screening Services The Oschmann Organization, Inc	1220 - Juvenile Detention	100 General Fund	140.00
37129	11/14/2019	Thomson West	0810 - Court Administration	100 General Fund	405.57
37129	11/14/2019	Thomson West	0810 - Court Administration	151 Law Library	3,658.41
37129	11/14/2019	Thomson West	0810 - Court Administration	315 JP 5 Enhancement Fund	81.11
37130	11/14/2019	TimeKeeping Systems, Inc.	1220 - Juvenile Detention	100 General Fund	795.00
37131	11/14/2019	Tingle, Joyce S	0500 - Elections	100 General Fund	140.00
37132	11/14/2019	Tomlinson, Bryan K	0100 - Board of Supervisors	100 General Fund	100.00
37133	11/14/2019	Trevino-Carranza, Jorge	0500 - Elections	100 General Fund	30.00
37134	11/14/2019	Trinity Services Group, Inc.	1220 - Juvenile Detention	100 General Fund	4,679.85
37135	11/14/2019	United Truck & Equipment	1710 - Heavy Fleet Management	600 Heavy Fleet Management	176.90
37136	11/14/2019	Unrein, Bruce	7000 - Solid Waste	505 Solid Waste	86.95
37137	11/14/2019	Guadalupe Vallejo	1220 - Juvenile Detention	100 General Fund	246.00
37138	11/14/2019	Valley Telephone Cooperative, Inc.	3000 - Sheriff	100 General Fund	36.65
37138	11/14/2019	Valley Telephone Cooperative, Inc.	8000 - County Library District	171 County Library	765.87
37139	11/14/2019	VCA Apache Animal Hospital	3000 - Sheriff	205 Sheriff Law Enforcement (R)	50.93
37140	11/14/2019	Verizon Wireless	1600 - Finance	100 General Fund	13,881.36
37140	11/14/2019	Verizon Wireless	3000 - Sheriff	100 General Fund	6,099.86
37140	11/14/2019	Verizon Wireless	3000 - Sheriff	200 Financial Crimes Unit	271.78
37140	11/14/2019	Verizon Wireless	3000 - Sheriff	205 Sheriff Law Enforcement (R)	464.06

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37141	11/14/2019	Vertress, Tandra	2200 - Human Resources	501 Cochise Combined Trust	146.37
37142	11/14/2019	W W Grainger Inc	2100 - Facilities Management	100 General Fund	304.48
37143	11/14/2019	WEST Consultants, Inc.	4110 - Engineering & Natural Resources	258 Recharge & Monitoring Proje	69,596.52
37144	11/14/2019	Westlawn Chapel & Mortuary	5000 - Health Dept	100 General Fund	771.00
37145	11/14/2019	Wick Communications	2200 - Human Resources	100 General Fund	835.01
37146	11/14/2019	A Guy and A Girl Fence Repair	4110 - Engineering & Natural Resources	261 Flood Control Distric	2,953.48
37147	11/14/2019	Arizona Supreme Court	0810 - Court Administration	145 Court Security Improvement	843.07
37148	11/14/2019	Cochise County Finance Revolving Fund	1600 - Finance	121 Attorney Victim Compensat	18,979.21
37149	11/14/2019	Cochise County Finance Revolving Fund	1600 - Finance	100 General Fund	146.00
37150	11/14/2019	Cochise County Finance Revolving Fund	1600 - Finance	100 General Fund	146.00
37151	11/14/2019	Montgomery, Orville	4110 - Engineering & Natural Resources	251 Highway Fund	64.57
37152	11/14/2019	Nesbitt Contracting Co., Inc	4110 - Engineering & Natural Resources	251 Highway Fund	491,122.14
37153	11/14/2019	Pima Prevention Partnership	5000 - Health Dept	242 Teen Pregnancy Prevention	27.83
37154	11/14/2019	Trachtman, Sean	1800 - IT/Communications	100 General Fund	1,225.00
37155	11/14/2019	Adam, Connie	0950 - Justice Court 5	100 General Fund	6.30
37156	11/14/2019	Roy Lee	0950 - Justice Court 5	100 General Fund	750.00
37157	11/14/2019	Brenda Marquez Romero	0920 - Justice Court 2	100 General Fund	1,254.00
37158	11/14/2019	Jessica R. Nobles	0950 - Justice Court 5	100 General Fund	55.00
37159	11/14/2019	Steven Rojas	0920 - Justice Court 2	100 General Fund	21.01
37160	11/14/2019	Ruiz, Guadalupe	0920 - Justice Court 2	100 General Fund	25.00
37161	11/14/2019	Walmart	0920 - Justice Court 2	100 General Fund	18.21
37161	11/14/2019	Walmart	0950 - Justice Court 5	100 General Fund	48.47
37162	11/18/2019	CDW Government LLC	1800 - IT/Communications	100 General Fund	386.59
					2,323,457.92

**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019

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 Community Enhancement Fund expenditures for Districts 2 and 3; District 2: Firewise Chip Removal Project; Bisbee Light Project; and Bay Acres Community Clean-up Project; and District 3: Brighten the Path-Benson, effective December 3, 2019.

**Background:**

Vice-Chairman English has submitted approval for three projects: Firewise, Light, and Clean-up. Supervisor Judd has submitted approval for one project: Brighten the Path-Benson.

**Department's Next Steps (if approved):**

Release funds for projects.

**Impact of NOT Approving/Alternatives:**

Projects will not be funded.

**To BOS Staff: Document Disposition/Follow-Up:**

Email Community Enhancement Fund Projects forms to corresponding entities:

District 2:

- 1) See Clerk of the Board for instruction, City of Bisbee for Bisbee Light Project..
- 2) and 3) Firewise Chip Removal and Bay Acres to Jason Faccio, [jfaccio@cohchise.az.gov](mailto:jfaccio@cohchise.az.gov); Jessica Moore, [jmoore@cochise.az.gov](mailto:jmoore@cochise.az.gov); and Janice Kowalec, [jkowalec@cochise.az.gov](mailto:jkowalec@cochise.az.gov) and cc: [board@cochise.az.gov](mailto:board@cochise.az.gov). Public Works will handle the transfer of funds.

District 3:

Brighten the Path-Benson o Jason Faccio, [jfaccio@cohchise.az.gov](mailto:jfaccio@cohchise.az.gov); Jessica Moore, [jmoore@cochise.az.gov](mailto:jmoore@cochise.az.gov); and Janice Kowalec, [jkowalec@cochise.az.gov](mailto:jkowalec@cochise.az.gov) and cc: [board@cochise.az.gov](mailto:board@cochise.az.gov). Public Works will handle the transfer of funds.

**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

District 2-Firewise

District 2-Bisbee Light

District 2-Bay Acres

District 3-Brighten the Path

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# 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  
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## 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: \_\_\_\_\_

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: \_\_\_\_\_

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: \_\_\_\_\_

**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019

Authorize Arizona AG's Office to Represent Cochise County

**Submitted By:** Susana Stark, County Attorney

**Department:** County Attorney

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

**Document Signatures:** BOS Signature Required      **# of ORIGINALS Submitted for Signature:** 0

**NAME of PRESENTER:** Christine J. Roberts      **TITLE of PRESENTER:** Civil Deputy County Attorney/Director Engineering & Natural Resources

**Docket Number (If applicable):**

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

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**Information**

**Agenda Item Text:**

Authorize the Arizona Attorney General's Office to represent Cochise County in all tax appeal litigation of centrally assessed property for tax years 2019 and 2020.

**Background:**

The Arizona Department of Revenue is responsible for the valuation of centrally assessed property and the Arizona Attorney General's Office maintains the expertise to handle these types of tax appeals.

**Department's Next Steps (if approved):**

Once approved by the Board, the County Attorney's Office will send an authorization letter to the Arizona Attorney General's Office.

**Impact of NOT Approving/Alternatives:**

The County Attorney's office will be required to defend the valuations on these tax appeals, of which the evaluations were done by Arizona State Department of Revenue, and not by the Cochise County Assessor.

**To BOS Staff: Document Disposition/Follow-Up:**

Advise County Attorney's Office - Civil Division upon Board's approval.

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**Attachments**

*No file(s) attached.*

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**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019

Approve appointment of Precinct Committeemen

**Submitted By:** Martha Rodriguez, 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 4 Republican Precinct Committeemen by recommendation of their Cochise County Party Chairmen to serve through the October 1, 2020 term.

**Background:**

**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:

Thomas E. Palmer 5729 S. Mesquite Tree Ln. Hereford, AZ 85615 14 Greater San Pedro  
Jarrod E. Mayne 6780 Calle De La Mango Hereford, AZ 85615 37 SV Ramsey  
Diana S. Monson-Hale 221 N. Canyon Dr. Sierra Vista, AZ 85635 39 SV Soldier Creek  
Ronald S. Hale 221 N. Canyon Dr. Sierra Vista, AZ 85635 39 SV Soldier Creek

**Department's Next Steps (if approved):**

**DEPT 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:**

**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:**

**TO BOS STAFF: Document Disposition and follow up:**  
Notify Elections Director of the outcome of this item.

---

**Attachments**

Rep PC Approvals 11-20-19

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# 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

**RECEIVED**

2019 NOV 20 P 2:18

COCHISE COUNTY  
 ELECTIONS AND  
 SPECIAL DISTRICTS

Party:  Democrat  Green  Libertarian  Republican

Precinct # 15<sup>14</sup> Name: GREATER SAN PEDRO HEARFORD

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

Pomer Thomas E  
 Last Name First Name Middle Initial

5779 S MESQUITE TREE LN  
 Residence Address

Mailing Address (if different than above)

HEARFORD 85615 520.678.5445 Falcondriver@CenturyLink.net  
 City/Town Zip Code Telephone # email Address

[Signature] 11/19/2019  
 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] 11-15-19  
 Authorized Signature of Party Chair Date

**FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:**

VR Verified by: MR Date: 11-20-2019 Years/Term of Office: 2019-2020

# of PC Positions Allotted: 8 # of Current PC Positions: 2

Date of BOS Meeting: 12-3-2019 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  
**RECEIVED**  
2019 NOV 20 P 2:18  
COCHISE COUNTY  
ELECTIONS AND  
SPECIAL DISTRICTS

Party:  Democrat  Green  Libertarian  Republican

Precinct # 37 Name: SV Ramsey

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

MAYNE JARROD E  
Last Name First Name Middle Initial

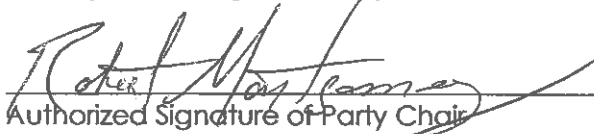
6780 Calle DE LA MANGO Hereford, AZ 85615  
Residence Address

Mailing Address (if different than above)

Hereford 85615 (520)266-0606 jarrod@jenstee.com  
City/Town Zip Code Telephone # email Address

 10-17-19  
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:

 11-13-19  
Authorized Signature of Party Chair Date

**FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:**

VR Verified by: MR Date: 11-20-2019 Years/Term of Office: 2019-2020

# of PC Positions Allotted: 7 # of Current PC Positions: 3

Date of BOS Meeting: 12-3-2019 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

RECEIVED

2019 NOV 12 P 2:36

COCHISE COUNTY  
ELECTIONS  
SPECIAL DISTRICTS

Party:  Democrat  Green  Libertarian  Republican

Precinct # 39 Name: SV Soldier Creek

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

Hale Diana (Rusty) S.  
Last Name First Name Middle Initial

Residence Address

221 N. Canyon Dr.  
Mailing Address (if different than above)

SIERRA VISTA, AZ 85635 (520) 249-5806 rustyhale13@gmail.com  
City/Town Zip Code Telephone # email Address

Diana Hale 10/25/2019  
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 10-25-19  
Authorized Signature of Party Chair Date

**FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:**

VR Verified by: <u>ML</u>	Date: <u>11/13/19</u>	Years/Term of Office: <u>2019-2020</u>
# of PC Positions Allotted: <u>8</u>		# of Current PC Positions: <u>4</u>
Date of BOS Meeting: <u>12/3/19</u>		Approval Recommended: <input checked="" type="radio"/> Yes or No
Election Official		Date

## Registrant Information Card

Registrant # 0200133253

Status ACTIVE

Status Reason VALID REGISTRATION

Registration Date 05/04/2016

How Reg MOTOR VEHICLE - INTE

MONSON-HALE, DIANA S

MAILING ADDRESS

221 N CANYON DR  
SIERRA VISTA, AZ 85635-1517

Precinct SV SOLDIER SD68 FD04 OUT

Birth Date 04/24/1959

Party REPUBLICAN

Reg Source MOTOR VEHICLE OFFICE

Voter Needs Assistance

TRUE NO

TRUE

TRUE

TRUE BAKER

TRUE RETIRED

TRUE

TRUE

TRUE 8100677

TRUE

\_\_\_\_\_  
Signature of Voter

## Registrant Receipt

Registrant # 0200133253

Status ACTIVE

Status Reason VALID REGISTRATION

Registration Date 5/4/2016

How Reg MOTOR VEHICLE - INTE

MONSON-HALE, DIANA S

MAILING ADDRESS

221 N CANYON DR  
SIERRA VISTA, AZ 85635-1517

Precinct SV SOLDIER SD68 FD04 OUT

Birth Date 4/24/1959

Party REPUBLICAN

Reg Source MOTOR VEHICLE OFFICE

Voter Needs Assistance

TRUE NO

TRUE

TRUE

TRUE BAKER

TRUE RETIRED

TRUE

TRUE

TRUE 8100677

TRUE

\_\_\_\_\_  
Signature of Voter

# 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

RECEIVED

2019 NOV 12 P 2:36

Party:  Democrat  Green  Libertarian  Republican

COCHISE COUNTY  
ELECTIONS AND  
SPECIAL DISTRICTS

Precinct # 39 Name: SV Soldier Creek

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

Hale Ronald S.  
Last Name First Name Middle Initial

Residence Address

221 N. Canyon Dr.

Mailing Address (if different than above)

SIERRA VISTA, AZ 85635 (520)249-5806 rphale13@cox.net  
City/Town Zip Code Telephone # email Address

Ronald A. Hale 10/25/2019  
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. Montemayor 10-25-19  
Authorized Signature of Party Chair Date

**FOR COCHISE COUNTY ELECTION DEPARTMENT USE ONLY:**

VR Verified by: <u>MR</u>	Date: <u>11/12/19</u>	Years/Term of Office: <u>2019-2020</u>
# of PC Positions Allotted: <u>8</u>		# of Current PC Positions: <u>4</u>
Date of BOS Meeting: <u>12/3/19</u>		Approval Recommended: <input checked="" type="radio"/> Yes or No
Election Official		Date

**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019

Demands

**Submitted By:** Melissa Tucker, 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 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 11/28/2019  
Date Range 11/15/19-11/28/19  
Warrant Range 37163-37422

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37163	11/21/2019	A+ Language Services	1300 - Public Defender	100 General Fund	525.00
37164	11/21/2019	Amazon.com LLC	8000 - County Library District	171 County Library	(0.03)
37164	11/21/2019	Amazon.com LLC	8000 - County Library District	172 State Grt in Aid 08-A-2	167.50
37165	11/21/2019	Arizona Counties Insurance Pool	0100 - Board of Supervisors	100 General Fund	5,491.50
37165	11/21/2019	Arizona Counties Insurance Pool	0100 - Board of Supervisors	251 Highway Fund	2,776.96
37166	11/21/2019	Arizona Department of Corrections	1710 - Heavy Fleet Management	600 Heavy Fleet Management	84.54
37166	11/21/2019	Arizona Department of Corrections	1750 - Fleet Management	109 Fleet Management	128.54
37166	11/21/2019	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	773.74
37167	11/21/2019	Arizona Department of Corrections ASPC-Tucson	7000 - Solid Waste	505 Solid Waste	90.00
37168	11/21/2019	Arizona Department of Environmental Quality	2000 - Airport Operations	105 Bisbee/Douglas Airport	252.57
37169	11/21/2019	Arizona State Prison Complex	4010 - Highway Dept Administration	251 Highway Fund	6,353.03
37170	11/21/2019	Baker & Taylor, LLC	8000 - County Library District	172 State Grt in Aid 08-A-2	594.53
37171	11/21/2019	Banner-University Physicians Healthcare, Inc.	0810 - Court Administration	100 General Fund	1,000.00
37172	11/21/2019	Benson's Engine Machine	1750 - Fleet Management	109 Fleet Management	50.00
37173	11/21/2019	Bisbee Napa	1710 - Heavy Fleet Management	600 Heavy Fleet Management	64.17
37173	11/21/2019	Bisbee Napa	1750 - Fleet Management	109 Fleet Management	1,300.68
37174	11/21/2019	Cengage Learning, Inc. dba GALE	8000 - County Library District	172 State Grt in Aid 08-A-2	255.91
37175	11/21/2019	CenturyLink Communications	1800 - IT/Communications	100 General Fund	1,215.70
37176	11/21/2019	CenturyLink Communications	1400 - General Government	216 SEACOM Operations	58.60
37176	11/21/2019	CenturyLink Communications	4010 - Highway Dept Administration	251 Highway Fund	147.65
37177	11/21/2019	Cintas Corporation No. 445	7000 - Solid Waste	505 Solid Waste	252.09
37178	11/21/2019	City of Sierra Vista	1750 - Fleet Management	109 Fleet Management	15,391.06
37179	11/21/2019	Clear Channel Outdoor	0810 - Court Administration	585 CASA Grant	1,474.88
37180	11/21/2019	Cochise Lock and Safe, Inc.	0700 - Clerk of the Superior Court	100 General Fund	155.00
37181	11/21/2019	Cooke, Stephen R.	0810 - Court Administration	168 Children's Issues Ed	180.00
37182	11/21/2019	Petra Cornel	0950 - Justice Court 5	100 General Fund	50.00
37183	11/21/2019	Courtesy Chevrolet / GMAC	1760 - Fleet - Capital	109 Fleet Management	96,025.12
37184	11/21/2019	Culligan of Tucson	0700 - Clerk of the Superior Court	100 General Fund	192.67
37184	11/21/2019	Culligan of Tucson	1600 - Finance	100 General Fund	63.06
37184	11/21/2019	Culligan of Tucson	4010 - Highway Dept Administration	251 Highway Fund	448.42
37185	11/21/2019	Deneke, Buffy	0810 - Court Administration	100 General Fund	457.20
37186	11/21/2019	Empire Southwest LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	6,128.32
37187	11/21/2019	Ergon Asphalt & Emulsions, Inc.	4010 - Highway Dept Administration	251 Highway Fund	25,715.16
37188	11/21/2019	Federal Express Corporation	1800 - IT/Communications	100 General Fund	17.28
37189	11/21/2019	Flores, Juan Pablo	0810 - Court Administration	100 General Fund	75.00
37190	11/21/2019	Gasper, Louis C	0810 - Court Administration	100 General Fund	98.02
37191	11/21/2019	Hart, Jay Alan	7000 - Solid Waste	505 Solid Waste	70.00
37192	11/21/2019	Housh, Pamela	0810 - Court Administration	100 General Fund	90.00
37193	11/21/2019	HOV Services Inc/Lason Systems	0700 - Clerk of the Superior Court	100 General Fund	106.58
37194	11/21/2019	Interstate Battery	1750 - Fleet Management	109 Fleet Management	838.84
37195	11/21/2019	Johnson, Gregory L.	1900 - Development Services	100 General Fund	177.92
37196	11/21/2019	Sandra Lee Krumpus	0940 - Justice Court 4	100 General Fund	120.00
37197	11/21/2019	Laboratory Corporation of America	0100 - Board of Supervisors	251 Highway Fund	34.00
37198	11/21/2019	Laplante, Pamela	0940 - Justice Court 4	100 General Fund	50.00
37199	11/21/2019	Lawley's Team Ford Kia	1750 - Fleet Management	109 Fleet Management	624.62
37200	11/21/2019	Mack's Auto Parts Inc	1750 - Fleet Management	109 Fleet Management	1,230.06

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37201	11/21/2019	Maddock Machinery Corp	1750 - Fleet Management	109 Fleet Management	1,147.33
37202	11/21/2019	Madrid, Isabel V	0810 - Court Administration	100 General Fund	250.00
37203	11/21/2019	McGaffey, Laura	0940 - Justice Court 4	100 General Fund	200.00
37204	11/21/2019	Merle's Automotive Supply	1750 - Fleet Management	109 Fleet Management	1,442.14
37205	11/21/2019	Midwest Tape	8000 - County Library District	172 State Grt in Aid 08-A-2	74.99
37206	11/21/2019	Northern Cochise Community Hospital, Inc.	0940 - Justice Court 4	100 General Fund	50.00
37207	11/21/2019	Nyander, Penny Sue	0810 - Court Administration	100 General Fund	975.00
37208	11/21/2019	Prudential Overall Supply	1710 - Heavy Fleet Management	600 Heavy Fleet Management	226.51
37208	11/21/2019	Prudential Overall Supply	1750 - Fleet Management	109 Fleet Management	271.91
37209	11/21/2019	Purcell Tire & Rubber Company	1710 - Heavy Fleet Management	600 Heavy Fleet Management	858.80
37210	11/21/2019	RevolutionaryText, LLC	0810 - Court Administration	100 General Fund	84.00
37211	11/21/2019	Runbeck Election Services Inc.	0500 - Elections	100 General Fund	3,255.30
37212	11/21/2019	RWC Group	1710 - Heavy Fleet Management	600 Heavy Fleet Management	317.49
37213	11/21/2019	Cole Schamberger	0950 - Justice Court 5	100 General Fund	62.00
37214	11/21/2019	Schlesinger, Aaron	0810 - Court Administration	100 General Fund	2,295.80
37215	11/21/2019	Senergy Petroleum LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	9,706.82
37215	11/21/2019	Senergy Petroleum LLC	1750 - Fleet Management	109 Fleet Management	19,485.75
37216	11/21/2019	Virginia A. Shreve,	0810 - Court Administration	549 Probate Fees	250.00
37217	11/21/2019	Sierra Toyota	1750 - Fleet Management	109 Fleet Management	498.04
37218	11/21/2019	Jonathan E. Smith	0940 - Justice Court 4	100 General Fund	50.00
37219	11/21/2019	Southwest Gas Corporation	4010 - Highway Dept Administration	251 Highway Fund	33.48
37220	11/21/2019	Southwestern Scale Company, Inc.	7000 - Solid Waste	505 Solid Waste	4,243.36
37221	11/21/2019	Sparkletts	0500 - Elections	100 General Fund	35.75
37221	11/21/2019	Sparkletts	1900 - Development Services	100 General Fund	84.79
37222	11/21/2019	Sulphur Springs Valley Electric Cooperative, Inc.	4010 - Highway Dept Administration	251 Highway Fund	1,465.59
37222	11/21/2019	Sulphur Springs Valley Electric Cooperative, Inc.	7000 - Solid Waste	505 Solid Waste	1,845.36
37223	11/21/2019	Thomson West	0810 - Court Administration	151 Law Library	458.13
37224	11/21/2019	Tracking Products, Inc.	1750 - Fleet Management	109 Fleet Management	102.00
37225	11/21/2019	Traywick, Catherine Lynn	0200 - Treasurer	100 General Fund	742.16
37226	11/21/2019	TSL Law Group PLC	0100 - Board of Supervisors	100 General Fund	3,001.95
37227	11/21/2019	Valley Telephone Cooperative, Inc.	4010 - Highway Dept Administration	251 Highway Fund	300.61
37228	11/21/2019	W. R. Ryan Company	1750 - Fleet Management	109 Fleet Management	4,657.78
37229	11/21/2019	Watson Chevrolet Inc	1750 - Fleet Management	109 Fleet Management	1,077.69
37230	11/21/2019	West Press	2200 - Human Resources	100 General Fund	55.09
37231	11/21/2019	Wick Communications	0200 - Treasurer	100 General Fund	71.05
37232	11/21/2019	Wick Communications	0700 - Clerk of the Superior Court	100 General Fund	118.56
37233	11/21/2019	Semira Yacut	0810 - Court Administration	100 General Fund	463.44
37234	11/21/2019	Chiricahua Community Health Centers, INC	1220 - Juvenile Detention	100 General Fund	277.13
37235	11/21/2019	Cochise County JP#3 - Petty Cash	0930 - Justice Court 3	100 General Fund	9.60
37236	11/21/2019	Cochise County Sheriff's Department	3000 - Sheriff	100 General Fund	1,695.45
37237	11/21/2019	Ronny Salmon	1600 - Finance	100 General Fund	124.10
37238	11/21/2019	Walmart	0930 - Justice Court 3	100 General Fund	21.01
37239	11/26/2019	Arizona Department of Corrections	1710 - Heavy Fleet Management	600 Heavy Fleet Management	61.36
37239	11/26/2019	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	136.50
37240	11/26/2019	Arizona Machinery Company, LLC dba Stotz Equipment	1710 - Heavy Fleet Management	600 Heavy Fleet Management	254.67
37241	11/26/2019	Arizona Public Service - APS	7000 - Solid Waste	505 Solid Waste	1,811.96
37242	11/26/2019	Arizona Supreme Court	0810 - Court Administration	100 General Fund	100.00
37243	11/26/2019	Arizona Supreme Court	1100 - Adult Probation	147 Adult Probation Svcs Fee	260.40
37244	11/26/2019	Arizona Water Company	7000 - Solid Waste	505 Solid Waste	153.33

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37245	11/26/2019	Arnold Machinery Company	1710 - Heavy Fleet Management	600 Heavy Fleet Management	1,789.71
37246	11/26/2019	BI Incorporated	1200 - Juvenile Court Services	555 Juvenile Treatment Svcs	652.50
37247	11/26/2019	Bisbee Napa	1710 - Heavy Fleet Management	600 Heavy Fleet Management	1,607.83
37248	11/26/2019	Buonocore, Kathleen Marie	0810 - Court Administration	100 General Fund	78.88
37249	11/26/2019	CDW LLC	1800 - IT/Communications	100 General Fund	3,098.16
37250	11/26/2019	Central Alarm Incorporated	1100 - Adult Probation	147 Adult Probation Svcs Fee	528.00
37251	11/26/2019	CenturyLink Communications	1800 - IT/Communications	100 General Fund	3,195.34
37252	11/26/2019	CenturyLink Communications	1800 - IT/Communications	100 General Fund	2,291.70
37253	11/26/2019	CenturyLink Communications	0100 - Board of Supervisors	100 General Fund	72.08
37253	11/26/2019	CenturyLink Communications	0600 - County Attorney	100 General Fund	44.04
37253	11/26/2019	CenturyLink Communications	0600 - County Attorney	124 Attrny Anti-Racketeering	44.04
37253	11/26/2019	CenturyLink Communications	0910 - Justice Court 1	100 General Fund	40.78
37253	11/26/2019	CenturyLink Communications	1100 - Adult Probation	100 General Fund	226.64
37253	11/26/2019	CenturyLink Communications	7000 - Solid Waste	505 Solid Waste	300.43
37254	11/26/2019	Cintas Corporation No. 445	7000 - Solid Waste	505 Solid Waste	252.09
37255	11/26/2019	City of Sierra Vista	1400 - General Government	100 General Fund	262,270.00
37256	11/26/2019	Cochise County JP#4 - Petty Cash	0940 - Justice Court 4	100 General Fund	10.00
37257	11/26/2019	Copper Queen Community Hospital	0100 - Board of Supervisors	100 General Fund	1,168.50
37257	11/26/2019	Copper Queen Community Hospital	0100 - Board of Supervisors	251 Highway Fund	90.00
37258	11/26/2019	Culligan of Tucson	0600 - County Attorney	100 General Fund	210.54
37259	11/26/2019	DataBank IMX LLC	1800 - IT/Communications	100 General Fund	28,122.08
37260	11/26/2019	Dease, Iona	1200 - Juvenile Court Services	154 Juv.Prob. Family Counsel	360.00
37261	11/26/2019	Empire Southwest LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	11,706.23
37262	11/26/2019	Feuerhelm, Jodi	0100 - Board of Supervisors	100 General Fund	100.00
37263	11/26/2019	Gilbert, Shirley M.	0600 - County Attorney	100 General Fund	201.84
37264	11/26/2019	HealthLift Pharmacy Services, LLC	0100 - Board of Supervisors	100 General Fund	3,812.83
37265	11/26/2019	Hodges Glass Co Inc	1710 - Heavy Fleet Management	600 Heavy Fleet Management	817.25
37266	11/26/2019	Honeman, Van G.	0600 - County Attorney	100 General Fund	14.00
37266	11/26/2019	Honeman, Van G.	0810 - Court Administration	100 General Fund	411.60
37267	11/26/2019	Hubble, Anthony D	0810 - Court Administration	549 Probate Fees	250.00
37268	11/26/2019	JWS Web Design LLC	1800 - IT/Communications	100 General Fund	1,000.00
37269	11/26/2019	Law Offices of Christopher Hitchcock	0810 - Court Administration	549 Probate Fees	700.00
37270	11/26/2019	Madrid, Isabel V	0810 - Court Administration	100 General Fund	250.00
37271	11/26/2019	Matthews, Ranelle	0100 - Board of Supervisors	100 General Fund	97.54
37272	11/26/2019	Morgan, J. Michael Ph. D.	1100 - Adult Probation	147 Adult Probation Svcs Fee	590.00
37273	11/26/2019	Mundt, Lester Eugene	0810 - Court Administration	100 General Fund	53.36
37274	11/26/2019	Net Transcripts, Inc.	0600 - County Attorney	100 General Fund	72.80
37275	11/26/2019	Prudential Overall Supply	1710 - Heavy Fleet Management	600 Heavy Fleet Management	62.13
37276	11/26/2019	Purcell Tire & Rubber Company	1710 - Heavy Fleet Management	600 Heavy Fleet Management	9,280.27
37277	11/26/2019	Runbeck Election Services Inc.	0400 - Recorder	100 General Fund	12,050.73
37278	11/26/2019	RWC Group	1710 - Heavy Fleet Management	600 Heavy Fleet Management	2,512.20
37279	11/26/2019	San Diego Police Equipment Co	0810 - Court Administration	100 General Fund	3,968.62
37280	11/26/2019	Saturday Consulting PLLC	0600 - County Attorney	100 General Fund	2,900.00
37281	11/26/2019	Schlesinger, Aaron	0810 - Court Administration	100 General Fund	2,062.00
37282	11/26/2019	Senergy Petroleum LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	20,937.73
37283	11/26/2019	Sheakley Pension Administration Inc.	2200 - Human Resources	501 Cochise Combined Trust	536.50
37284	11/26/2019	Stanford, Westley	7000 - Solid Waste	505 Solid Waste	100.00
37285	11/26/2019	Sulphur Springs Valley Electric Cooperative, Inc.	7000 - Solid Waste	505 Solid Waste	1,051.72
37286	11/26/2019	Technical Resource Management, Inc.	1100 - Adult Probation	149 Adult Prob.Comm.Punishmn	2,398.00

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37287	11/26/2019	Thomson West	0810 - Court Administration	151 Law Library	1,886.21
37288	11/26/2019	Tyler Technologies, Inc.	1800 - IT/Communications	450 M.I.S. Capital Reserve	7,500.00
37289	11/26/2019	Valley Telephone Cooperative, Inc.	0960 - Justice Court 6	100 General Fund	271.99
37290	11/26/2019	Vasquez, Roxana	1600 - Finance	100 General Fund	162.51
37291	11/26/2019	Walmart	0920 - Justice Court 2	100 General Fund	50.00
37292	11/26/2019	West Press	1200 - Juvenile Court Services	100 General Fund	552.30
37293	11/26/2019	Wick Communications	0600 - County Attorney	100 General Fund	162.00
37294	11/26/2019	WIST Office Products Co	0600 - County Attorney	100 General Fund	336.72
37294	11/26/2019	WIST Office Products Co	0600 - County Attorney	124 Attnry Anti-Racketeering	222.87
37295	11/26/2019	Cochise Private Industry Council, Inc.	1600 - Finance	192 J.T.P.A.	57,728.00
37296	11/26/2019	Trachtman, Sean	1800 - IT/Communications	100 General Fund	1,260.00
37297	11/26/2019	Taghreed Alyousif Abdulah	0960 - Justice Court 6	100 General Fund	1,250.00
37298	11/26/2019	Arizona Supreme Court	0930 - Justice Court 3	100 General Fund	54.00
37299	11/26/2019	Ramon Guerrero	0920 - Justice Court 2	100 General Fund	200.00
37300	11/26/2019	John Kocevar	0940 - Justice Court 4	100 General Fund	20.00
37301	11/26/2019	Pesina, Francisco	0940 - Justice Court 4	100 General Fund	100.00
37302	11/26/2019	Claudia Susana Rivera	0920 - Justice Court 2	100 General Fund	25.00
37303	11/26/2019	Safeway Loss Prevention	0940 - Justice Court 4	100 General Fund	20.00
37304	11/26/2019	ROSA L VAZQUEZ DE RODRIGUEZ	0940 - Justice Court 4	100 General Fund	2,500.00
37305	11/26/2019	Cochise County/Sheakley/National Bank	1600 - Finance	110 Payroll Clearing Fund	4,256.91
37306	11/27/19	A&R Fire Protection LLC	2100 - Facilities Management	100 General Fund	365.00
37307	11/27/19	AB STAFFING SOLUTIONS, LLC	5000 - Health	100 General Fund	8,800.00
37308	11/27/19	Aerial Solutions II LLC	3000 - Sheriff	211 Private Donor	37,251.34
37309	11/27/19	Aerotech Laboratories, Inc.	2100 - Facilities Management	100 General Fund	779.34
37310	11/27/19	Amazon.com LLC	8000 - County Library	171 County Library	911.28
37311	11/27/19	Arizona Department of Corrections	2100 - Facilities Management	100 General Fund	323.36
37311	11/27/19	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	126.39
37312	11/27/19	Arizona Inpatient Medicine Associates	5000 - Health	100 General Fund	179.19
37313	11/27/19	Arizona Police Psychology, PLLC	3000 - Sheriff	100 General Fund	300.00
37314	11/27/19	Arizona Public Service - APS	2100 - Facilities Management	100 General Fund	3,375.00
37315	11/27/19	Arizona State Prison Complex	4010 - P W Administration	251 Highway Fund	5,832.58
37316	11/27/19	Arizona Water Company	2100 - Facilities Management	100 General Fund	2,173.37
37317	11/27/19	Melissa Arrieta	5000 - Health	529 Health Policy Initiative	240.00
37318	11/27/19	Arzate, Richard	4010 - P W Administration	251 Highway Fund	45.00
37319	11/27/19	Atomic Nutrition, LLC	5000 - Health	228 W.I.C. Grant	2,470.00
37320	11/27/19	Auvine, Melissa	5000 - Health	529 Health Policy Initiative	240.00
37321	11/27/19	B & D Lumber and Hardware	3000 - Sheriff	100 General Fund	154.58
37322	11/27/19	Barnett's Towing & Oxygen LLC	1750 - Operations	109 Fleet Management	150.00
37323	11/27/19	Benson, City of	4010 - P W Administration	251 Highway Fund	579.92
37324	11/27/19	Bisbee NAPA	1750 - Operations	109 Fleet Management	2,345.91
37325	11/27/19	Bisbee, City of (Ambulance)	5000 - Health	100 General Fund	981.33
37326	11/27/19	Bug-Wiser Exterminating, Inc.	2100 - Facilities Management	100 General Fund	643.00
37327	11/27/19	Cable One dba Sparklight	2100 - Facilities Management	100 General Fund	103.01
37328	11/27/19	Canyon Vista Medical Center	5000 - Health	100 General Fund	6,863.72
37329	11/27/19	Center for Disease Detection, LLC	5000 - Health	100 General Fund	163.00
37329	11/27/19	Center for Disease Detection, LLC	5000 - Health	237 Health S.T.D. Grant	690.00
37330	11/27/19	CenturyLink Communications	1750 - Operations	109 Fleet Management	35.06
37330	11/27/19	CenturyLink Communications	2000 - Airport Operations	105 Bisbee/Douglas Airport	184.60
37330	11/27/19	CenturyLink Communications	2100 - Facilities Management	100 General Fund	76.93

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37330	11/27/19	CenturyLink Communications	3000 - Sheriff	100 General Fund	566.59
37330	11/27/19	CenturyLink Communications	920 - Justice Court 2	100 General Fund	70.22
37331	11/27/19	City of Sierra Vista	5000 - Health	100 General Fund	1,008.15
37332	11/27/19	City of Sierra Vista	2100 - Facilities Management	100 General Fund	1,973.36
37333	11/27/19	City of Willcox Animal Shelter	3000 - Sheriff	100 General Fund	19,392.50
37334	11/27/19	Cochise Painting LLC	2100 - Facilities Management	400 County Capital Projects	3,000.00
37335	11/27/19	Contract Pharmacy Services, Inc.	5000 - Health	100 General Fund	22,324.07
37336	11/27/19	Cool Dreams Window Tinting	1750 - Operations	109 Fleet Management	100.00
37337	11/27/19	Corepoint TRS LLC dba La Quinta Inn #0699	3000 - Sheriff	100 General Fund	1,213.98
37338	11/27/19	Courtesy Chevrolet / GMAC	1760 - Capital	109 Fleet Management	144,037.68
37339	11/27/19	Coverttrack Group Inc.	3000 - Sheriff	202 HIDTA	446.25
37340	11/27/19	Crawford Supply Co	3000 - Sheriff	208 Sheriff Inmate Welfare	36.96
37341	11/27/19	Cummings, Dale A.	5000 - Health	529 Health Policy Initiative	240.00
37342	11/27/19	D & G Paint and Body Inc.	3000 - Sheriff	100 General Fund	1,746.15
37343	11/27/19	David M Waterman dba Law Offices of David Waterman	100 - Board of Supervisors	100 General Fund	1,200.00
37344	11/27/19	Diagnostic Pathology Consultants PC	5000 - Health	100 General Fund	443.44
37345	11/27/19	Diamond Star Polygraph Services	3000 - Sheriff	100 General Fund	175.00
37346	11/27/19	Direct TV	3000 - Sheriff	208 Sheriff Inmate Welfare	67.63
37347	11/27/19	Dominion Environmental Consultants, Inc.	2100 - Facilities Management	100 General Fund	2,315.00
37348	11/27/19	Durley, Tania L.	5000 - Health	529 Health Policy Initiative	240.00
37349	11/27/19	Jessica Elkenberry	5000 - Health	529 Health Policy Initiative	240.00
37350	11/27/19	Ergon Asphalt & Emulsions, Inc.	4010 - P W Administration	251 Highway Fund	719.89
37351	11/27/19	Ferguson Enterprises, Inc.	2100 - Facilities Management	100 General Fund	323.81
37352	11/27/19	Freeway Chevron	1750 - Operations	109 Fleet Management	20.00
37353	11/27/19	G and L Plumbing, LLC	2100 - Facilities Management	100 General Fund	200.00
37354	11/27/19	Garcia, Alma	5000 - Health	529 Health Policy Initiative	240.00
37355	11/27/19	Griffith, David Bruce	100 - Board of Supervisors	100 General Fund	2,600.00
37356	11/27/19	Griffith, John W	100 - Board of Supervisors	100 General Fund	1,000.00
37357	11/27/19	Health Management Associates, Inc.	5000 - Health	100 General Fund	5,866.25
37358	11/27/19	Marissa A. Herrera	5000 - Health	529 Health Policy Initiative	480.00
37359	11/27/19	Hirshouer, James	5000 - Health	529 Health Policy Initiative	240.00
37360	11/27/19	Innovative Locks and Keys	3000 - Sheriff	215 Border Strike Task Force	98,518.61
37361	11/27/19	Interstate Battery	1750 - Operations	109 Fleet Management	112.99
37362	11/27/19	Jensen's Sierra Vista Mortuary	6000 - CochiseAging&Social Servs	100 General Fund	1,000.00
37363	11/27/19	KE&G Construction Inc.	4010 - P W Administration	251 Highway Fund	13,800.00
37364	11/27/19	Keefe Commissary Network, LLC	3000 - Sheriff	208 Sheriff Inmate Welfare	4,397.65
37365	11/27/19	Kelly, Peter A.	100 - Board of Supervisors	100 General Fund	6,685.36
37366	11/27/19	Krieg, Eric David	5000 - Health	529 Health Policy Initiative	240.00
37367	11/27/19	Law Office of Joan M Sacramento	100 - Board of Supervisors	100 General Fund	500.00
37368	11/27/19	Legend Technical Services of Arizona, Inc.	2000 - Airport Operations	105 Bisbee/Douglas Airport	2,085.00
37369	11/27/19	Maroney, Shelby	5000 - Health	529 Health Policy Initiative	240.00
37370	11/27/19	MDIG of Arizona, LLC	5000 - Health	100 General Fund	487.10
37371	11/27/19	Merle's Automotive Supply	1750 - Operations	109 Fleet Management	3,105.87
37372	11/27/19	Midwest Tape	8000 411.200 (State Grt in Aid 08 - 2	172	29.99
37373	11/27/19	Modern Marketing, Inc.	3000 - Sheriff	100 General Fund	639.56
37374	11/27/19	mySidewalk, Inc.	5000 - Health	221 Public Health Accreditation	20,000.00
37375	11/27/19	Northern Cochise Community Hospital, Inc.	5000 - Health	100 General Fund	33.50
37376	11/27/19	Perry, Cynthia Allen	5000 - Health	529 Health Policy Initiative	240.00
37377	11/27/19	Pima Heart Physicians PC	5000 - Health	100 General Fund	1,319.39

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37378	11/27/19	Prudential Overall Supply	1710 - Heavy Equip Operations	600 Heavy Fleet Management	108.85
37378	11/27/19	Prudential Overall Supply	1750 - Operations	109 Fleet Management	145.74
37379	11/27/19	RF Eye PC dba Cochise Eye & Laser	5000 - Health	100 General Fund	53.68
37380	11/27/19	Amy Elizabeth Roark	5000 - Health	529 Health Policy Initiative	240.00
37381	11/27/19	Robert J. Zohlmann, Esq.	100 - Board of Supervisors	100 General Fund	1,000.00
37382	11/27/19	Rojas, Adam	4010 - P W Administration	251 Highway Fund	35.00
37383	11/27/19	Andrew DDS, MS, PC Rosen	5000 - Health	100 General Fund	800.00
37384	11/27/19	Safelite Autoglass Corp.	1750 - Operations	109 Fleet Management	50.73
37385	11/27/19	Saguaro Surgical PC	5000 - Health	100 General Fund	2,604.82
37386	11/27/19	Sanofi Pasteur	5000 - Health	100 General Fund	3,009.27
37387	11/27/19	Securus Technologies, Inc	3000 - Sheriff	208 Sheriff Inmate Welfare	2,553.73
37388	11/27/19	Senergy Petroleum LLC	1710 - Heavy Equip Operations	600 Heavy Fleet Management	3,208.04
37388	11/27/19	Senergy Petroleum LLC	1750 - Operations	109 Fleet Management	16,519.61
37389	11/27/19	Shepard, Sue Kay	5000 - Health	529 Health Policy Initiative	240.00
37390	11/27/19	Shoemaker, Brad	1750 - Operations	109 Fleet Management	325.00
37391	11/27/19	Capacstreal Smith	5000 - Health	529 Health Policy Initiative	240.00
37392	11/27/19	SoundOff Signal	1750 - Operations	109 Fleet Management	738.10
37393	11/27/19	Southwest Gas Corporation	2100 - Facilities Management	100 General Fund	99.00
37393	11/27/19	Southwest Gas Corporation	4010 - P W Administration	251 Highway Fund	96.14
37394	11/27/19	Sparkletts	2100 - Facilities Management	100 General Fund	219.74
37395	11/27/19	Stericycle Inc.	3000 - Sheriff	100 General Fund	838.02
37395	11/27/19	Stericycle Inc.	5000 - Health	100 General Fund	1,338.90
37396	11/27/19	Sulphur Springs Valley Electric Cooperative, Inc.	2100 - Facilities Management	100 General Fund	14,035.34
37396	11/27/19	Sulphur Springs Valley Electric Cooperative, Inc.	4010 - P W Administration	251 Highway Fund	564.36
37397	11/27/19	Supplemental Health Care	5000 - Health	100 General Fund	3,888.00
37398	11/27/19	Annika Britt Thomas	5000 - Health	529 Health Policy Initiative	240.00
37399	11/27/19	Total Equipment Service and Engineering LLC	3000 - Sheriff	100 General Fund	250.00
37400	11/27/19	Triactive USA Fitness Equipment	3000 - Sheriff	215 Border Strike Task Force	17,085.23
37401	11/27/19	Trinity Services Group, Inc.	3000 - Sheriff	100 General Fund	450.52
37402	11/27/19	Tucson Medical Center	5000 - Health	100 General Fund	20,112.10
37403	11/27/19	Victoria Marie Turner	5000 - Health	529 Health Policy Initiative	240.00
37404	11/27/19	United Fire Equipment Company	1750 - Operations	109 Fleet Management	236.78
37405	11/27/19	Valenzuela, Celia A.	5000 - Health	529 Health Policy Initiative	240.00
37406	11/27/19	Valley Telephone Cooperative, Inc.	3000 - Sheriff	100 General Fund	110.02
37406	11/27/19	Valley Telephone Cooperative, Inc.	3000 - Sheriff	208 Sheriff Inmate Welfare	79.90
37406	11/27/19	Valley Telephone Cooperative, Inc.	8000 - County Library	171 County Library	201.85
37407	11/27/19	VCA Apache Animal Hospital	3000 - Sheriff	203 Jail Enhancement	50.93
37408	11/27/19	Verizon Wireless	3000 - Sheriff	100 General Fund	5,299.14
37409	11/27/19	Voyager Fleet System, Inc.	1750 - Operations	109 Fleet Management	7,136.08
37410	11/27/19	W W Grainger Inc	2100 - Facilities Management	100 General Fund	75.49
37411	11/27/19	W W Grainger Inc	2100 - Facilities Management	100 General Fund	2,159.54
37412	11/27/19	W. R. Ryan Company	1750 - Operations	109 Fleet Management	10,576.03
37413	11/27/19	Watson Chevrolet Inc	1750 - Operations	109 Fleet Management	5,723.27
37414	11/27/19	Waxie Sanitary Supply	2100 - Facilities Management	100 General Fund	13,945.49
37414	11/27/19	Waxie Sanitary Supply	3000 - Sheriff	100 General Fund	2,012.25
37415	11/27/19	White, Teresa R	5000 - Health	529 Health Policy Initiative	240.00
37416	11/27/19	Wick Communications	200 - Treasurer	100 General Fund	74.53
37417	11/27/19	Wicked Limitz Graphics and Embroidery	5000 - Health	100 General Fund	1,771.39
37418	11/27/19	Willcox Rock & Sand Inc.	4010 - P W Administration	251 Highway Fund	30,114.68

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
37419	11/27/19	Zumar Industries, Inc.	4010 - P W Administration	251 Highway Fund	4,932.00
37420	11/27/19	Hopper Jr., Albert N	2100 - Facilities Management	400 County Capital Projects	900.00
37421	11/27/19	Lodging Inn Iowa, LLC	0920 399.000 (General Fund -	100 General Fund	25.00
37422	11/27/19	Walmart	0920 399.000 (General Fund -	100 General Fund	21.01
					1,319,109.43

**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019

Amendment #1 to IGA AHCCCS Inmate Hospitalization

**Submitted By:** William Benning, Health & Social Services

**Department:** Health & Social Services

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

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

**NAME of PRESENTER:** Carrie Langley      **TITLE of PRESENTER:** Director

**Docket Number (If applicable):**

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

**Information**

**Agenda Item Text:**

Approve Amendment #1 to Intergovernmental Agreement (IGA) YH16-0018-13 between Cochise County and the Arizona Health Care Cost Containment System (AHCCCS) for detention inmate inpatient medical care, in the amount of \$10,000, effective May 1, 2019.

**Background:**

Over the past eleven years through the implementation of agreements with AHCCCS, Cochise County has tapped federal Medicaid dollars to help pay for certain eligible inmate inpatient medical treatments. There are no material financial or operational changes from the existing IGA. This contract will be effective for five years and may be extended by mutual written consent. It may also be terminated by either party with thirty days written notice.

This IGA has been an unqualified success at reducing county expenses because it enables the county to tap federal Medicaid funds for approximately two-thirds of eligible inpatient medical bills. Since the inception of the contract, the county has saved over one hundred thousand dollars in inmate medical costs. Even though savings to the county are contingent mostly on the volume of eligible inpatient medical visits (relatively infrequent occurrences), the potential large dollar impact of even one such event makes this IGA very valuable. The administrative burden of this program is modest and ably managed by existing jail medical staff. Detention medical management has confirmed the county's ability to meet the terms and conditions of the new addendum.

**Department's Next Steps (if approved):**

Continue existing processes.

**Impact of NOT Approving/Alternatives:**

Not approving the amendment and allowing the contract to lapse could materially boost detainee medical expenses paid by the county general fund.

**To BOS Staff: Document Disposition/Follow-Up:**

Return executed Amendment #1 to IGA to department for final processing.

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**Attachments**

Amendment #1

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## INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT

1. AMENDMENT #:  <b>1</b>	2. CONTRACT #:  <b>YH16-0018-13</b>	3. EFFECTIVE DATE OF AMENDMENT:  <b>May 1, 2019</b>	4. PROGRAM:  <b>DFSM / DMS</b>
5. CONTRACTOR/PROVIDER NAME AND ADDRESS:  <p style="text-align: center;">Cochise County 1415 Melody Lane, Building A Bisbee, AZ 85603</p>			
6. PURPOSE: To revise rates.			

1. THE ABOVE REFERENCED CONTRACT IS HEREBY AMENDED AS FOLLOWS:
  - A. Change rates from Attachment A (SFY18) to the rates as shown in Attachment A (SFY20).
  - B. Change Quarterly Estimate of State Match Advance Payments from Attachment B (SFY18) to the Estimates listed in Attachment B (SFY20).
2. EXCEPT AS PROVIDED FOR HEREIN, ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT NOT HERETOFORE CHANGED AND/OR AMENDED REMAIN UNCHANGED AND IN FULL EFFECT.

*Electronic Submission: An electronic or portable document file (PDF) copy of this amendment shall serve as the original.*


## SIGNATURE PAGE

IN WITNESS THEREOF, the parties have executed this Agreement:

**COUNTY:**

**Arizona Health Care Cost Containment System (AHCCCS):**

Signature: \_\_\_\_\_

Signature:  \_\_\_\_\_

Printed Name: Tom Borer

Printed Name: Meggan LaPorte, CPPO, MSW

Title: Chairman, Cochise County Board of Supervisors

Title: Chief Procurement Officer

Date: \_\_\_\_\_

Date: 10/31/19 \_\_\_\_\_

In accordance with A.R.S. § 11-952, this Agreement has been reviewed by the undersigned who has determined that this Agreement is in the appropriate form and is within the power and authority granted to COUNTY.

In accordance with A.R.S. § 11-952, this Agreement is in the proper form and is within the power and authority granted to AHCCCS under A.R.S. §§ 36-2903 et seq. and 36-2932 et seq.

\_\_\_\_\_  
COUNTY Attorney

  
\_\_\_\_\_  
Legal Counsel for AHCCCS

**AHCCCS**  
**Administrative Annual Cost Estimates for**  
**Cochise County Medicaid Eligible Inmates FFS Project IGA SFY20**

Attachment A  
YH16-0018-13  
Amendment 1

Claims	Electronic 83%	Paper 17%	Total Fund 100%	State Share 50%	Federal Share 50%
Estimated total number of claims:					
Physician & Emergency Transport/Hospital	1	25	5	30	
DFSM Cost per Claim	2	\$ 0.62	\$ 0.71		
OIG Provider Enrollment Cost per Claim	2	\$ 0.14	\$ 0.14		
ISD Cost per Claim	2	\$ 1.51	\$ 1.51		
<b>Concurrent Review</b>					
	<b>Average Cost</b>				
Estimated cost per case	3	\$ 121.86			
Estimated number of HSAG reviews	4	2			
<b>Claims Processing costs:</b>					
DFSM	\$15.47	\$3.57	\$19.04	\$9.52	\$9.52
OIG Provider Enrollment	\$3.43	\$0.69	\$4.12	\$2.06	\$2.06
ISD	\$37.84	\$7.56	\$45.40	\$22.70	\$22.70
State Accounting System Charges @ \$0.1723/claim	\$4.31	\$0.85	\$5.16	\$2.58	\$2.58
Total Claims Processing Costs	\$61.05	\$12.67	\$73.72	\$36.85	\$36.85
Direct DFSM Labor for Cochise Co Medicaid Claims Processing	5		\$0.00	\$0.00	\$0.00
Direct ISD Labor for Cochise Co Medicaid Claims Processing	6		\$1,750.00	\$875.00	\$875.00
<b>Concurrent Review Estimated costs:</b>					
Cost for 2 reviews			\$243.72	\$121.86	\$121.86
<b>Administrative Costs (see detail)</b>					
DBF Paper Processing Personnel costs	7		\$ 7,408.38	\$3,704.19	\$3,704.19
Postage @ \$.0410/claim	8		\$1.22	\$0.61	\$0.61
Data Center Charges @ \$.7366/claim	9		\$22.10	\$11.05	\$11.05
OOD @ \$.2819/claim			\$8.46	\$4.23	\$4.23
OALS @ \$.0782/claim			\$2.36	\$1.18	\$1.18
HRD @ \$.0239/claim			\$0.72	\$0.36	\$0.36
TIBCO @ \$.2866/claim			\$8.60	\$4.30	\$4.30
Indirect at 10%			\$745.18	\$372.59	\$372.59
Total Administrative Costs			\$ 8,197.02	\$ 4,098.51	\$ 4,098.51
<b>DMS Eligibility Costs</b>					
Application Processing Costs - DMS	10		\$500.00	\$250.00	\$250.00
<b>Estimated Total Annual Costs for Program</b>					
			\$10,764.46	\$5,382.22	\$5,382.22
<b>Cost per Claim</b>					
	11		\$350.70	\$175.35	\$175.35

<sup>1</sup> Actual number of claims may be higher. Number includes, original, recoupment and adjustment claims.  
<sup>2</sup> Cost based on actual SFY18 expenditures and actual number of claims processed  
<sup>3</sup> Average rate per contract. Actual costs will be a strict pass-through based on price negotiated on contract.  
<sup>4</sup> Actual number may be higher or lower depending on Cochise Co Medicaid Inmate program requirements.  
<sup>5</sup> Based on estimates of DFSM staff time required to process the claims.  
<sup>6</sup> Estimate based on 10 hours at a rate of \$175 per hour. Will only be billed for actual hours incurred.  
<sup>7</sup> Based on estimates of DBF staff time required to monitor funding activity and process payments.  
<sup>8</sup> Postage based on average cost per claim times number of claims.  
<sup>9</sup> Data Center charges calculated based on average SFY18 costs  
<sup>10</sup> DMS Eligibility charges calculated at \$100/determination. Estimated 5 annual applications/determinations.  
<sup>11</sup> Cost per claim does not include a cost for concurrent review s

**ATTACHMENT B**

YH16-0018-13  
Amendment 1

**AHCCCS**  
**Quarterly Estimate of State Match Advance Payments for Program Services**  
**Cochise County Medicaid Eligible FFS Project IGA SFY20**

Estimate of Annual Dollar Value of Claims Paid	\$ 8,000.00
Average Federal Financial Participation Rate	80.01%
Estimate of State Match Payments for Program Services for Current Year	\$ 1,599.20
Quarterly Estimate of State Match Advance Payments for Program Services to AHCCCS	<u>\$ 10,000.00</u> **

\*\* Minimum Balance of \$10,000.00 must be maintained.

**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019

Stronghold Cafe new series #12 (Restaurant) Liquor License

**Submitted By:** Melissa Tucker, Board of Supervisors

**Department:** Board of Supervisors

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

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

**NAME** Arlethe R. **TITLE** Clerk of the Board  
**of PRESENTER:** Morrison **of PRESENTER:**

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

**Docket Number (If applicable):**

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**Information**

**Agenda Item Text:**

Approve a new series #12 (restaurant) liquor license application submitted by Mr. Christopher Dirk Cowart, for Stronghold Cafe, located at 1040 Eastland Road, Cochise, AZ 85606.

**Background:**

Mr. Christopher Dirk Cowart has applied for a new liquor license for Stronghold Cafe (Restaurant), located at 1040 Eastland Road, Cochise, AZ 85606. The Sheriff's Office has no recommendation. Treasurer's Office advised that the property taxes for the parcel in question have been paid and are current. The Development Services Department has recommended approval of the application. There have been no formal protests to this liquor license.

The Environmental Health Division is currently working with the property owner on health-related issues with the subject property.

Mr. Christopher Dirk Cowart has paid the \$100.00 processing fee. Supporting documentation regarding this liquor license is attached.

**Department's Next Steps (if approved):**

Board staff will forward the Board's decision to the Arizona Department of Liquor License and Control.

**Impact of NOT Approving/Alternatives:**

A hearing on this application will be scheduled with the State Liquor Board.

**To BOS Staff: Document Disposition/Follow-Up:**

Send email to ADLLC with the Local Governing Board Recommendation form and posting documents. Send a copy of letter to applicant.

---

**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**

Application

Department Review Forms

Affidavit of Posting

---

**State of Arizona**  
**Department of Liquor Licenses and Control**

Created 10/22/2019 @ 08:35:22 AM

Local Governing Body Report

**LICENSE**

Number:		Type:	012 RESTAURANT
Name:	STRONGHOLD CAFE		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	1040 EASTLAND ROAD COCHISE , AZ 85606 USA		
Mailing Address:	99 E PALO VERDE STREET PEARCE, AZ 85625 USA		
Phone:	(520)826-7145		
Alt. Phone:	(520)349-4408		
Email:	BELLECOWART@OUTLOOK.COM		

**AGENT**

Name:	CHRISTOPHER DIRK COWART
Gender:	Male
Correspondence Address:	99 E PALO VERDE STREET PEARCE, AZ 85625 USA
Phone:	(520)349-4408
Alt. Phone:	
Email:	BELLECOWART@OUTLOOK.COM

**OWNER**

Name:	ABD GREEN LLC		
Contact Name:	CHRISTOPHER DIRK COWART		
Type:	LIMITED LIABILITY COMPANY		
AZ CC File Number:	1928233	State of Incorporation:	AZ
Incorporation Date:	12/12/2018		
Correspondence Address:	99 E PALO VERDE STREET PEARCE, AZ 85625 USA		
Phone:	(520)349-4408		
Alt. Phone:			
Email:	BELLECOWART@OUTLOOK.COM		

**Officers / Stockholders**

Name:	Title:	% Interest:
-------	--------	-------------

BETTY BELLE WRIGHT  
CHRISTOPHER DIRK COWART

MEMBER  
MEMBER

50.00  
50.00

**ABD GREEN LLC - MEMBER**

Name: BETTY BELLE WRIGHT  
Gender: Female  
Correspondence Address: 99 E PALO VERDE STREET  
PEARCE, AZ 85625  
USA  
Phone: (520)507-0030  
Alt. Phone:  
Email: BELLECOWART@OUTLOOK.COM

**ABD GREEN LLC - MEMBER**

Name: CHRISTOPHER DIRK COWART  
Gender: Male  
Correspondence Address: 99 E PALO VERDE STREET  
PEARCE, AZ 85625  
USA  
Phone: (520)349-4408  
Alt. Phone:  
Email: BELLECOWART@OUTLOOK.COM

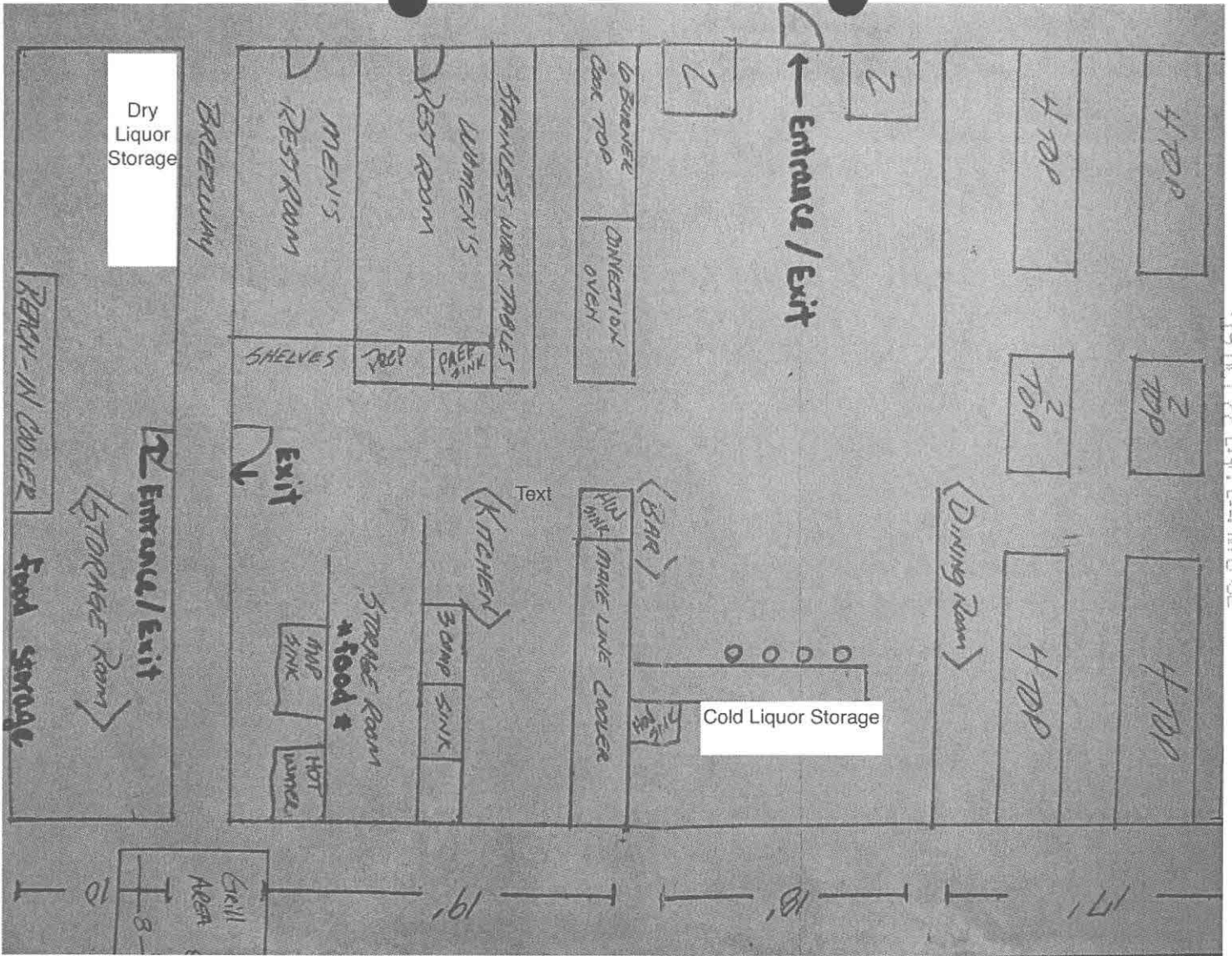
## APPLICATION INFORMATION

Application Number: 80590  
Application Type: New Application  
Created Date: 10/22/2019

## QUESTIONS & ANSWERS

### 012 Restaurant

- 1) If you intend to operate the business while your application is pending you will need an interim permit pursuant to A.R.S. §4-203.01. Would you like to apply for an Interim Permit?  
If yes, after completing this application, please go back to your Licensing screen, under New License Application choose "Interim Permit" from the drop-down window.  
No
- 2) Have you submitted a questionnaire? Each person listed must submit a questionnaire and mail in a fingerprint card along with a \$22. processing fee per card.  
Yes
- 5) Are you a tenant? (A person who holds the lease of a property; a lessee)  
Yes  
A Document of type LEASE is required.
- 6) Is there a penalty if lease is not fulfilled?  
No
- 7) Are you a sub-tenant? (A person who holds a lease which was given to another person (tenant) for all or part of a property)  
No
- 8) Are you the owner?  
No
- 9) Are you a purchaser?  
No
- 10) Are you a management company?  
No
- 11) Is the Business located within the incorporated limits of the city or town of which it is located?  
No  
If no, in what City, Town, County or Tribal/Indian Community is this business located?  
COCHISE COUNTY
- 12) What is the total money borrowed for the business not including the lease?  
Please list lenders/people owed money for the business.  
0
- 13) Have you provided a diagram of your premises?  
Yes
- 14) Is there a drive through window on the premises?  
No
- 15) If there is a patio please indicate contiguous or non-contiguous within 30 feet.  
NON-CONTIGUOUS
- 16) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?  
No
- 17) Have you provided a Restaurant Operation Plan form?  
Yes
- 18) Have you provided a Records Required for Audit form?  
Yes





Arizona Department of Liquor Licenses and Control  
 800 W Washington 5th Floor  
 Phoenix, AZ, 85007-2934  
 www.azliquor.gov  
 (602) 542-5141

**DLLC USE ONLY**  
 Job #: 80590

**RESTAURANT OPERATION PLAN**

19 OCT 22 09:14 AM '18

1. Name of restaurant (Please print): Stronghold Cafe

2. List equipment below by Make, Model, and Capacity : **(PROVIDE THE FOLLOWING ITEMS ONLY, NO ATTACHMENTS)**

Grill	VULCAN Range w/ 24" Griddle (Vulcan 260L)
Oven	VULCAN (Double) 60" (Vulcan 260L)
Freezer	Upright (Kenmore) 18 c.ft    Deep (Kenmore) 24.8 cft
Refrigerator	3 door upright (Everast) 78 c.ft
Sink	2-handwashing, 1-prep sink
Dish Washing Facilities	3-bin sink
Food Preparation Counter (Dimensions)	
Other	

3. Attach a copy of your full menu **including prices** (examples: Breakfast, Lunch, Dinner, and Nonalcoholic beverages).

4. List the **seating capacity** for:

- a. Restaurant dining area of your premises: **(Do not include patio seating)** [ 20 ]
- b. Bar area of your premises: [ + 15 ]
- c. Total dining and bar seating capacity of your premises: [ = 35 ]

5. What Type of dinnerware and utensils are utilized within your restaurant?

Reusable                       Disposable                       Both

6. Does your restaurant have a bar area that is distinct and separate from the dining area?  YES  No  
**(If yes, what percentage of the public floor space does this area cover?)** 30 %

7. What percentage of your public premises is used primarily for restaurant dining?  
**(Do not include kitchen, bar, hi-top tables, or game area.)** 20 %

8. Does your restaurant contain any games, televisions, or any other entertainment?  YES  No  
 (If yes, specify what types and how many (examples: 4-TV's, 2-Pool Tables, 1-Video Game, etc.)

1-Television

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

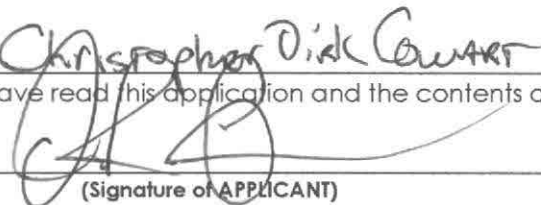
9. Do you have live entertainment or dancing?  YES  No  
 (If yes, what type and how often 8.5  
 example: DJ-2 x a week, Karaoke-2 x a month, Live Band-1 x a month, etc.)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

10. Use space below to list how many employees for each position to fully staff your business.

Position	How many
Cooks	1
Bartenders	1
Hostesses	
Managers	2
Servers	1
Other ( dishwasher )	2
Other ( )	
Other ( )	

I, Christopher Dick Cowart, hereby declare that I am the APPLICANT filing this application.  
 I have read this application and the contents and all statements true, correct and complete.


X   
 (Signature of APPLICANT)

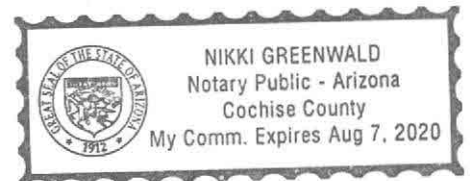
**NOTARY**

State of Arizona County of Cochise

The foregoing instrument was acknowledged before me this 25 day of August 2019  
 Day Month Year

My Commission Expires on: August 7, 2020  
 Date

  
 Signature of Notary Public





Arizona Department of Liquor Licenses and  
Control

800 W Washington 5th Floor  
Phoenix, AZ 85007-2934  
www.azliquor.gov  
(602) 542-5141

19 SEP 5 Ligr. Dept PM 3 45

**RECORDS REQUIRED FOR AUDIT**  
Applies to Series 11 (Hotel/Motel W/Restaurant) & Series 12 (Restaurant) Only

**MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH YOUR DLLC RECORDS**

In the event of an audit, you will be asked to provide to the Department any documents necessary to determine compliance with A.R.S. §4-205.02(G). Such documents requested may include however, are not limited to:

1. All invoices and receipts for the purchase of food and spirituous liquor for the licensed premises.
2. A list of **all** food and liquor vendors
3. The restaurant menu used during the audit period
4. A price list for alcoholic beverages during the audit period
5. Mark-up figures on food and alcoholic products during the audit period
6. A recent, **accurate** inventory of food and liquor (taken within two weeks of the Audit Interview Appointment)
7. Monthly Inventory Figures - beginning and ending figures for food and liquor
8. Chart of accounts (copy)
9. Financial Statements-Income Statements-Balance Sheets
10. General Ledger
  - A. Sales Journals/Monthly Sales Schedules
    - 1) Daily sales Reports (to include the name of each waitress/waiter, bartender, etc. with sales for that day)
    - 2) Daily Cash Register Tapes - Journal Tapes and Z-tapes
    - 3) Dated Guest Checks
    - 4) Coupons/Specials/Discounts
    - 5) Any other evidence to support income from food and liquor sales
  - B. Cash Receipts/Disbursement Journals
    - 1) Daily Bank Deposit Slips
    - 2) Bank Statements and canceled checks
11. Tax Records
  - A. Transaction Privilege Sales, Use and Severance Tax Return (copies)
  - B. Income Tax Return - city, state and federal (copies)
  - C. Any supporting books, records, schedules or documents used in preparation of tax returns
12. Payroll Records
  - A. Copies of all reports required by the State and Federal Government
  - B. Employee Log (A.R.S. §4-119)
  - C. Employee time cards (actual document used to sign in and out each work day)
  - D. Payroll records for all employees showing hours worked each week and hourly wages

19 OCT 22 Ligr. Lic. PM 8 53

13. Off-site Catering Records (must be complete and separate from restaurant records)

- A. All documents which support the income derived from the sale of food off the license premises.
- B. All documents which support purchases made for food to be sold off the licensed premises.
- C. All coupons/specials/discounts

The sophistication of record keeping varies from establishment to establishment. Regardless of each licensee's accounting methods, the amount of gross revenue derived from the sale of food and liquor must be substantially documented.

**REVOCAION OF YOUR LIQUOR LICENSE MAY OCCUR IF YOU FAIL TO COMPLY WITH A.R.S. §4-210(A)7 AND A.R.S. §4-205.02(G).**

**A.R.S. §4-210(A)7**

The licensee fails to keep for two years and make available to the department upon reasonable request all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of spirituous liquors and, in the case of a restaurant or hotel-motel licensee, all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of food.

**A.R.S. §4-205.02(G)**

For the purpose of this section:

- 1. "Restaurant" means an establishment which derives **at least forty percent (40%)** of its gross revenue from the sale of food
- 2. "Gross revenue" means the revenue derived from all sales of food and spirituous liquor on the licensed premises, regardless of whether the sales of spirituous liquor are made under a restaurant license issued pursuant to this section or under any other license that has been issued for the premises pursuant to this article.

**NOTARY**

I, (Print Full Name) Christopher Dick Court have read and understand all aspects of this statement

X (Signature) [Signature] Controlling Person / Agent

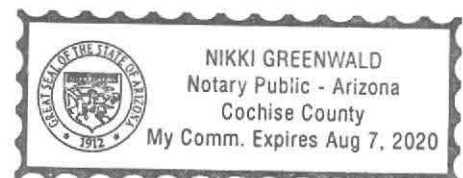
State of Arizona County of Cochise  
 the foregoing instrument was acknowledged before me this

25 Day of August Month 2019 Year

My commission expires on: August 7, 2020

[Signature]  
 Signature of NOTARY PUBLIC

**MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH RECORDS REQUIRED BY THE STATE**





Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

QUESTIONNAIRE
A.R.S. § 4-202, 4-210
Type or Print with Black Ink

The fees allowed by R19-1-102 will be charged for all dishonored checks.

804-800

ATTENTION APPLICANT: This is a legally binding document. Please type or print in black ink. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A BLUE OR BLACK LINED FINGERPRINT CARD ALONG WITH A \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL \$13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 80590

1. Check the Appropriate Box

Form with checkboxes: [x] Controlling Person, [x] Agent, [ ] Premises Manager (complete all questions except #12)

2. Name: Cowart Christopher Dirk Birth Date: [REDACTED]
Last First Middle (NOT a public record)

3. Social Security #: [REDACTED] Driver License #: [REDACTED] State: Arizona

4. Place of birth: Palo Alto California USA Height: 6' Weight: 225 Eyes: brn Hair: brn
City State COUNTRY (not county)

5. Name of current/most recent spouse: Wright Betty Belle Birth Date: [REDACTED]
Last First Middle (NOT a public record)

6. Are you a bona fide resident of Arizona? [x] Yes [ ] No If yes, what is your date of residency: 2001

7. Daytime telephone number: 520-349-4408 E-mail address: cdirkc@hotmail.com

8. Business Name: Stronghold Cafe Business Phone: 520 / 826 / 7145

9. Business Location Address: 1040 Eastland Rd, Cochise AZ, Cochise 85606
Street (do not use PO Box) City State County Zip

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

Table with 4 columns: FROM Month/Year, TO Month/Year, DESCRIBE POSITION OR BUSINESS, EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip). Rows include: 03/19 CURRENT Owner Stronghold Cafe, 10/18 03/19 unemployed 99 E Palo Verde st, 06/18 10/18 TJ's Bar & Grill 135 N Frontage Rd, 02/18 06/18 unemployed 99 E Palo Verde St, 10/17 02/18 Margies Corner Cafe 247 N Frontage Rd.

(ATTACH ADDITIONAL SHEET IF NECESSARY)

Attachment for Questionnaire

Employment history for Christopher Dirk Cowart

07/2015 to 10/2017 Unemployed

11/2013 to 07/2015 Owner at Taste of Home Cafe | 103 N. Frontage Rd, Pearce AZ  
85625

19 OCT 22 14:44 AM 8:53

11. Provide your residence address information for the last five (5) years: A.R.S. §4-202(D)

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
10/2013	CURRENT	99 E Palo Verde St, Pearce AZ 85625

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?  
If you answered YES, then answer #13 below. If NO, skip to #14.  Yes  No
13. Have you attended a DLLC approved Basic & Management Liquor Law Training Course within the past 3 years?  Yes  No
14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years?  Yes  No
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) A.R.S. §4-202, 4-210  Yes  No
16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation?  Yes  No
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D)  Yes  No
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D)  Yes  No

**If you answered "YES" to any Question 14 through 18 YOU MUST attach a signed statement.  
Give complete details including dates, agencies involved and dispositions.  
CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED**

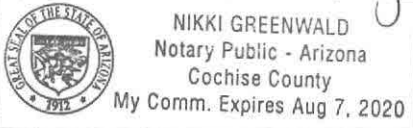
**NOTARY**

I (Print Full Name) Christopher DeLacourt hereby declare that I am the Agent/ Controlling Person / Premises Manager filing this application. I have read this document and verify the contents and all statements are true, correct and complete, to the best of my knowledge.

Signature: [Signature] State of Arizona County of Cochise

The foregoing instrument was acknowledged before me this 25 Day of August, 2019 Day Month Year

My Commission Expires on: August 7, 2020 Date



NIKKI GREENWALD  
Notary Public - Arizona  
Cochise County  
My Comm. Expires Aug 7, 2020

[Signature]  
Signature of Notary

The Licensee has authorized the person named on this questionnaire to act as manager for the above License.

PRINT NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_



State of Arizona  
Department of Liquor Licenses and Control  
800 W. Washington 5<sup>th</sup> Floor  
Phoenix, AZ 85007  
(602) 542-5141

19 SEP 5 Lique. Dept PM 3:45

19 OCT 22 Lique. Lic. RM 8:13

### ARIZONA STATEMENT OF CITIZENSHIP OR ALIEN STATUS FOR STATE PUBLIC BENEFITS

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

**Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.**

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

#### SECTION I - APPLICANT INFORMATION

INDIVIDUAL OWNER/AGENT NAME (Print or type) CHRISTOPHER DIRK COWART

#### SECTION II - CITIZENSHIP OR NATIONAL STATUS DECLARATION

Are you a citizen or national of the United States?  Yes  No

If **Yes**, indicate place of birth:

City PALO ALTO State (or equivalent) CALIFORNIA Country or Territory USA

If you answered **Yes**, 1) Attach a legible copy of a document from the attached list.

2) Name of document: ARIZONA DRIVERS LICENSE  
Go to Section IV.

If you answered **No**, you must complete Section III and IV.

## SECTION III – ALIEN STATUS DECLARATION

To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

ARIZONA DRIVERS LICENSE

Name of document provided

### **Qualified Alien Status** (8 U.S.C. §§ 1621(a)(1), -1641(b) and (c))

- 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA)
- 2. An alien who is granted asylum under Section 208 of the INA.
- 3. A refugee admitted to the United States under Section 207 of the INA.
- 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- 7. An alien who is a Cuban/Haitian entrant.
- 8. An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States.

### **Nonimmigrant Status** (8 U.S.C. § 1621(a)(2))

- 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C § 1101 et seq.] Non immigrants are persons who have temporary status for a specific purpose. See 8 U.S.C § 1101(a)(15).

### **Alien Paroled into the United States for Less Than One Year** (8 U.S.C. § 1621(a)(3))

- 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

### **Other Persons** (8 U.S.C § 1621(c)(2)(A) and (C))

- 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 *et seq.*];
- 13. A foreign national not physically present in the United States.

### **Otherwise Lawfully Present**

- 14. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

**PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621(a).**

**SECTION IV - DECLARATION**

**All applicants must complete this section.**

I declare under penalty of perjury under the laws of the state of Arizona that the answers and evidence I have given are true and correct to the best of my knowledge.

DIRK COWART  
Individual Owner/Agent Printed Name

  
Individual Owner/Agent Signature

8-25-2019  
Today's Date

**EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS**

**You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.**

**Evidence showing authorized presence in the United State includes the following:**

1. An Arizona driver license issued after 1996 or an Arizona non-operating identification card.
2. A driver license issued by a state that verifies lawful presence in the United States.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. \*\*\*Passport must be signed\*\*\*
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.

Current residential address for Christopher Dirk Cowart:

99 E Palo Verde St  
Pearce AZ 85625

Driver's License states otherwise but the current address has been updated in the system at the DVM.

Thank you.



19 OCT 22 14:14:08.53

**ARIZONA**  
Driver License

Number Expires  
Date of Birth Issued

CHRISTOPHER DIRK COWART  
131 E APACHE WAY  
COCHISE AZ 85806-9919

Class D Sex M  
Eyes BRO Height 6-00  
Hair BR Weight 225

19 OCT 22 11:41 AM RM 8 53

You Must Report a Change of Address Within 10 Days



Number Expires  
Issued



Class  
Endorsements NONE

Restrictions A Corrective Lenses



Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

QUESTIONNAIRE
A.R.S. § 4-202, 4-210
Type or Print with Black Ink

The fees allowed by R19-1-102 will be charged for all dishonored checks. 804-800

ATTENTION APPLICANT: This is a legally binding document. Please type or print in black ink. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A BLUE OR BLACK LINED FINGERPRINT CARD ALONG WITH A \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL \$13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 80590

1. Check the Appropriate Box

Form with checkboxes for Controlling Person (checked), Agent, and Premises Manager (complete all questions except #12)

2. Name: Wright Betty Belle Birth Date: [Redacted]

3. Social Security #: [Redacted] Driver License #: [Redacted] State: Arizona

4. Place of birth: Kingman AZ USA Height: 5'6" Weight: 190 Eyes: blu Hair: brn

5. Name of current/most recent spouse: Cowart Christopher Dirk Birth Date: [Redacted]

6. Are you a bona fide resident of Arizona? [X] Yes [ ] No If yes, what is your date of residency: 2008

7. Daytime telephone number: 520-507-0030 E-mail address: bellecowart@outlook.com

8. Business Name: Stronghold Cafe Business Phone: 520 / 826 / 7145

9. Business Location Address: 1040 Eastland Rd Cochise AZ Cochise. 85606

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

Table with 4 columns: FROM Month/Year, TO Month/Year, DESCRIBE POSITION OR BUSINESS, EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)

(ATTACH ADDITIONAL SHEET IF NECESSARY)

11. Provide your residence address information for the last five (5) years: A.R.S. §4-202(D)

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
10-2013	CURRENT	99 E Palo Verde st, Pearce AZ 85625

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?  
If you answered YES, then answer #13 below. If NO, skip to #14.  Yes  No
13. Have you attended a DLLC approved Basic & Management Liquor Law Training Course within the past 3 years?  Yes  No
14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years?  Yes  No
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) A.R.S. §4-202, 4-210  Yes  No
16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation?  Yes  No
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D)  Yes  No
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D)  Yes  No

**If you answered "YES" to any Question 14 through 18 YOU MUST attach a signed statement.  
Give complete details including dates, agencies involved and dispositions.  
CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED**

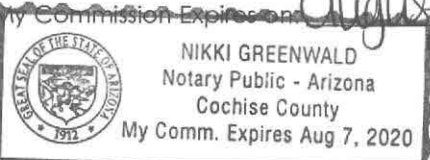
**NOTARY**

I (Print Full Name) Betty Belle Wright hereby declare that I am the Agent/ Controlling Person / Premises Manager filing this application. I have read this document and verify the contents and all statements are true, correct and complete, to the best of my knowledge.

Signature: Betty Belle Wright

State of Arizona County of Cochise  
The foregoing instrument was acknowledged before me this

My Commission Expires on August 7, 2020 Date



25 Day of August, 2019 Year  
Signature of Notary Nikki Greenwald

The Licensee has authorized the person named on this questionnaire to act as manager for the above License.

PRINT NAME: Betty Belle Wright SIGNATURE: Betty Belle Wright

## Breakfast

### The Classic Egg choices

Two eggs\* any style served with hash browns or home fries, your choice of bacon or sausage with a side of toast or biscuit. \$7.50

Two eggs\* with bacon or sausage and your choice of either pancakes or French toast. \$7.00

Huevos Rancheros\* - two eggs any style with corn tortillas topped with salsa and served with beans \$8.00

Ground Steak & Eggs\* -our hand pattied ground beef with grilled onions & two eggs any style. Served with hash browns or home fries & toast. \$9.75

Breakfast Burro\* - filled with hash browns or home fries, eggs & cheese plus your choice of bacon, sausage or ham. \$7.50

Breakfast Sandwich\* - choice of bacon, sausage or ham with egg & cheese, served on an English muffin. \$6.50

### The Sweeter Side

Pancakes..... Short Stack (2) \$4.00 Large Stack (3) \$5.00  
French toast\* ..... half order (2) \$4.00 full order (4) \$5.00

Oatmeal, with toast - made to order & served with cream and sugar. \$3.75

### Sides

One egg\* \$1.00  
Ham \$3.75  
Hash browns or home fries \$2.00  
Toast \$2.00  
Fresh Cinnamon Roll (when available) \$3.00

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness.

## Omelettes

All omelettes come with a side of toast and are made with two eggs & cheese unless ordered differently. You can have a three egg omelette for \$1.50 extra.

Veggie\* - filled with sautéed onions, mushrooms, tomatoes and green peppers. \$7.25

SouthWestern\* - stuffed with sautéed onions, green peppers & ham. \$8.00

Colorado\* - sautéed onions, green peppers & bacon. \$7.50

Savory\* - fresh chopped spinach sautéed with mushrooms. \$7.25

Meat & Cheese\* - choose between bacon, sausage or ham. \$7.50

Cheese Omelette\* -our two egg omelette filled with Monterey Jack & Cheddar cheese. \$6.75

### Skilletts

All skilletts come with a side of toast.

Simple Skillet\* - A pile of home fries or hash browns topped with two eggs any style & cheese. \$7.00

Skillet Combination\*: Pick three of the fillings to be sautéed together. Served on top of a pile of hash browns or home fries & two eggs any style, topped with cheese. \$8.50

-Onions, Tomatoes, Mushrooms, Green Peppers, Spinach, Sausage, Bacon, or Ham-

## Sandwiches & Burgers

All come with a side of fresh cut fries, a side salad or potato salad. Available at 10am!

Club\* - The classic Dagwood stacker with ham, turkey, bacon, cheese with lettuce & tomato served on your choice of toasted bread. \$9.00

BLT\* - the staple bacon, lettuce & tomato sandwich served on your choice of toasted bread. \$7.50

Grilled Cheese - Choose from our variety of cheeses. \$4.75  
Add ham or turkey for an extra \$2.50

Monte Cristo\* - Ham, turkey, Cheddar & Monterey cheese on a bread of your choice, hand battered and fried to crispy perfection. Dusted with powdered sugar and served with raspberry compote. \$8.75

Grilled Chicken\* - our savory chicken breast grilled served on a toasted bun with lettuce & tomato. \$8.00

Baja Chicken Sandwich\* - our fresh chicken breast topped melted pepper jack cheese and salsa. \$8.50

Hamburger\* - \$8.00

Cheeseburger\* \$9.00

Bacon Cheeseburger\* \$10.50

Southwestern\* -served with sautéed onion, green pepper & melted pepper jack cheese. \$10.00

Mushroom Burger\* -served with our fresh sautéed mushrooms & topped with Monterey Jack cheese. \$10.00

Patty Melt - served with grilled onions and melted cheese on grilled rye bread. \$8.50

Onion Burger\* - This the monster of them all! Over half a pound of our fresh ground beef with onions cooked right in the patty itself. Served with lettuce, tomato & pickles. \$11.00  
Add cheese for \$1.00 more!

2019 OCT 22 09:04 AM 852

## Baskets & Sides

Variety Basket\* - fried mushrooms, fried green beans & onions rings all made to order. \$7.50

Chicken Tenders\* - hand breaded to order & served with fresh cut fries \$8.50

Fish Basket\* - battered fish filet with fresh fries & served with tartar sauce. \$9.00

### Lunch Sides

Fries \$2.00 - Fried Mushrooms (6) \$3.50 - Onion Rings \$3.50 - Salad (side) \$2.75  
Fried Green Beans \$3.50 - Potato Salad \$2.75

### Drinks

Tea \$1.25 (free refills) Coffee \$1.25 (free refills) Soda \$1.25 each  
Iced Coffee (blended with cream & sugar) \$2.00 each  
Blended Tea \$2.00 each

### Salads

Dinner Salad a la carte \$3.50  
Chef Salad \$7.00  
Grilled Chicken Salad \$8.00  
Spinach Salad \$6.50

### Dinner Appetizers

All made from fresh ingredients!  
Available after 4pm.

Quesadilla \$ 4.50 -with chicken & green chilis \$6.50

Fried Mushrooms (8) \$4.50 Fried Green Beans \$3.50

Onions Rings \$3.50

## Dinner Menu

All dinners are served with our fresh vegetable of the day & potatoes as well as a starter salad & a dinner roll made from scratch. Available after 4pm.

Grilled Chicken Breast\* - Butterflied chicken breast grilled with herbs. \$10.00

Baja Chicken Dinner\* - topped with grilled onions, green chilis, salsa and melted pepper jack cheese. \$11.00

Wild Caught Salmon\* - Pacific Salmon seasoned and pan-seared. Served with our own tartar sauce. \$13.00

Battered Fish Filets\* - served with our handmade tartar sauce. \$13.50

Pasta Primavera - fresh vegetables sautéed to order served over pasta with a cream sauce. \$12.00

Pasta with Clams\* - clams steamed to order and served with pasta & cream sauce. \$13.00

Fish Tacos\* - 2 tacos filled with grilled fish, cabbage & salsa, served with our sirnayo sauce or tartar sauce. \$13.50

Chopped Steak\* - lean ground beef blended with spices, onions & bread crumbs. Grilled to order & served with sautéed onions & mushrooms. \$10.00  
Try it Baja Style! \$12.00

Maple Dijon Ham Steak - black forest ham pan seared and covered with our maple-dijon sauce. \$12.00

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness

# Stronghold Cafe

1040 Eastland Rd, Cochise AZ 85606.

Just north of Sunsites, next to the  
Produce Wagon on Hwy 191.

### Hours:

Wed - Sat: 10am to 8pm

Sundays: 9:30am to 4pm

Closed on Mondays & Tuesdays

Find our page on Facebook to keep up  
with events & specials!



Pearce Arizona  
520-826-7145

# COCHISE COUNTY BOARD OF SUPERVISORS



Telephone (520) 432-9200

Fax (520) 432-5016

## APPLICANT INFORMATION

Applicant Name: Christopher Dirk Cowart Address: 1040 Eastland Road  
Business Name: Stronghold Café City/Zip: Cochise 85606  
Liquor License #: Job # 80590 Parcel #: 114-12-004C  
Ownership Type: n/a Liquor License  Special Event Liquor License   
Partner(s): n/a

## TO BE COMPLETED BY THE SHERIFF'S OFFICE

Please advise if:

1. There have been a significant number of incidents at the named location within five (5) years prior to the application.

If so, please attach pertinent documentation.

Comments: The Sheriff's Office has no had to respond to a significant number of calls for service at the above location within the last 5-years.

Based on the above information, the Sheriff's Office recommendation to the Board of Supervisors is:

Approval

Disapproval

No Recommendation

Name: Richard Morales

Title: Lieutenant

Signature: 

Date: 11/16/19

Contact phone: (520)805-5672

Email: RDMorales@cochise.az.gov

Return completed form with any attachments by:

November 12, 2019

# COCHISE COUNTY BOARD OF SUPERVISORS



Telephone (520) 432-9200

Fax (520) 432-5016

### For Internal use only:

- Restaurant/Hotel-Motel
- Club/Government
- Transfer of Premises

## APPLICANT INFORMATION

Applicant Name: Christopher Dirk Cowart Address: 1040 Eastland Road  
Business Name: Stronghold Café City/Zip: Cochise 85606  
Liquor License #: Job #80590 Parcel #: 114-12-004C  
Ownership Type: n/a Liquor License  Special Event Liquor License   
Partner(s): n/a

## TO BE COMPLETED BY THE PLANNING & ZONING DEPARTMENT

Please advise if, at the time the application was filed:

1. The premises for which the license is being applied for is within 300 horizontal feet of a church; or
2. The premises for which the license is being applied for is within 300 horizontal feet of a public or private school, or a fenced recreation area adjacent to a school building.

If so, please attach pertinent documentation and drawings or maps.

Comments: Proposed area not within 300 horizontal feet of a church, public or private school, or fenced recreation area adjacent to a school building.

Based on the above information, the Planning and Zoning Department's recommendation to the Board of Supervisors is:	Approval <input checked="" type="checkbox"/>	Disapproval <input type="checkbox"/>
---	--	--------------------------------------

## OTHER PERTINENT INFORMATION FOR THE BOARD'S CONSIDERATION:

Proper Zoning? Y  N  Zoning: GB – General Business  
Use permitted by P&Z? Y  N  Permit#: N/A  
Date Permit Issued: N/A Use Permitted: Restaurant  
If use not permitted, is it LNC? Y  N  Year LNC Established: 1963

- The Planning Department will notify the applicant that if any construction is proposed, a Non-Residential Permit must first be submitted and approved by this Department, or if there is a lapse of 12 months of non-operation of the business, a Non-Residential Permit will be required to re-establish the use from this Department.
- The Planning Department will notify the applicant that he/she will be required to obtain the proper permits before operating the business.
- The Planning Department is currently working with the property owner on several zoning-related issues with the subject property.
- The Planning Department is currently working with the property owner on obtaining the proper permits to operate the business.

Name: Dora V Amaya Title: Zoning Administrator  
Signature: Dora V Amaya Date: November 1, 2019  
Contact phone: 520.803.3960 Email: [damaya@cochise.az.gov](mailto:damaya@cochise.az.gov)

*Return completed form with any attachments by:* November 12, 2019

# COCHISE COUNTY BOARD OF SUPERVISORS



Telephone (520) 432-9200

Fax (520) 432-5016

## APPLICANT INFORMATION

Applicant Name: Christopher Dirk Cowart Address: 1040 Eastland Road  
Business Name: Stronghold Café City/Zip: Cochise 85606  
Liquor License #: Job #80590 Parcel #: 114-12-004C  
Ownership Type: n/a Liquor License  Special Event Liquor License   
Partner(s): n/a

## TO BE COMPLETED BY THE TREASURER'S OFFICE

Please advise if the property taxes for the parcel in question are current.

XXX  Yes  No

If not, please attach pertinent documentation.

Comments:

Name: KATHLEEN WILSON Title: TAX SPECIALIST 1  
Signature: KATHLEEN WILSON Date: 10/28/2019  
Contact phone: 520-432-8404 Email: KWILSON@COCHISE.AZ.GOV

*Return completed form with any attachments by:* November 12, 2019

# COCHISE COUNTY BOARD OF SUPERVISORS



Telephone (520) 432-9200

Fax (520) 432-5016

## APPLICANT INFORMATION

Applicant Name: Christopher Dirk Cowart Address: 1040 Eastland Road  
Business Name: Stronghold Café City/Zip: Cochise 85606  
Liquor License #: Job #80590 Parcel #: 114-12-004C  
Ownership Type: n/a Liquor License  Special Event Liquor License   
Partner(s): n/a

## TO BE COMPLETED BY THE ENVIRONMENTAL HEALTH DEPARTMENT

We would like to request your assistance in reviewing the attached application.

Please provide any pertinent information for the Board's consideration:

## OTHER PERTINENT INFORMATION FOR THE BOARD'S CONSIDERATION:

The Health Department will notify the applicant that he/she will be required to obtain the proper permits before operating the business.

The Health Department is currently working with the property owner on health-related issues with the subject property.

Name: Michael McGee Title: Interim Env Health Director  
Signature:  Date: 10/28/19  
Contact phone: 520-586-8206 Email: mmcgee@cochise.az.gov

Return completed form with any attachments by: November 12, 2019



Arizona Department of Liquor Licenses and Control  
 800 W Washington 5th Floor  
 Phoenix, AZ 85007-2934  
 www.azliquor.gov  
 (602) 542-5141

**AFFIDAVIT OF POSTING**

Date of Posting: 11-1-19 Date of Posting Removal: 11-22-19

Applicant's Name: Cawart Christopher Dirk  
Last First Middle

Business Address: 1040 Eastland Road Cochise 85606  
Street City Zip

License #: Job# 80590

I hereby certify that pursuant to A.R.S. 4-201, I posted notice in a conspicuous place on the premises proposed to be licensed by the above applicant and said notice was posted for at least twenty (20) days.

Charles R. Cooper Code Compliance Officer 520-803-3967  
Print Name of City/County Official Title Phone Number

Charles R. Cooper 11-22-19  
Signature Date Signed

Return this affidavit with your recommendations (i.e., Minutes of Meeting, Verbatim, etc.) or any other related documents. If you have any questions please call (602) 542-5141 and ask for the Licensing Division.

**NOTICE**

**APPLICATION TO SELL ALCOHOLIC BEVERAGES**

**DATE POSTED: Friday, November 1, 2019**

**REGARDING AN APPLICATION FOR LICENSE AND PERMIT THAT BE HELD BEFORE THE**  
**Cochise County Board of Supervisors**

**PLACE TO HOLD HEARING: 11/01/2019**  
**HEARING DATES SUBJECT TO CHANGE, TO VERIFY CALL 520-432-9300**

THE LOCAL GOVERNING BODY WILL BE COMING TO THE SALES LIQUOR BOARD WHERE THEY THE BOARD SHOULD GRANT OR DENY THE LICENSE. THE STATE LIQUOR BOARD MAY HOLD A HEARING TO CONSIDER THE RECOMMENDATION OF THE LOCAL GOVERNING BODY. ANY PERSON RESIDING IN THE STATE OF ARIZONA WHO IS INTERESTED IN APPLYING TO THE SALES LIQUOR BOARD IN INSTANT CASE SHOULD REQUEST TO REQUEST INFORMATION REGARDING PROCEEDINGS BEFORE THE BOARD AND ARTICLE OF ANY BOARD HEARINGS REGARDING THIS APPLICATION. CONTACT THE STATE LIQUOR BOARD. STATE LIQUOR BOARD. STATE LIQUOR BOARD.

FOR MORE INFORMATION, CONTACT THE STATE LIQUOR BOARD AT 520-432-9300. FOR MORE INFORMATION, CONTACT THE STATE LIQUOR BOARD AT 520-432-9300.

NOTICE TO THE PUBLIC  
REGARDING THE APPLICATION FOR A LICENSE TO SELL ALCOHOLIC BEVERAGES  
DATE POSTED: 11/01/2019  
PLACE TO HOLD HEARING: 11/01/2019  
HEARING DATES SUBJECT TO CHANGE, TO VERIFY CALL 520-432-9300

11/01/2019

**Regular Board of Supervisors Meeting**

**Board of Supervisors**

**Meeting Date:** 12/03/2019

Approve policy changes to: Workers Compensation, Election Worker, Emergency Declaration and Resources, Education Reimbursement, Documenting Employee P

**Submitted By:** Sharon Gilman, Board of Supervisors

**Department:** Board of Supervisors

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

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

**NAME of PRESENTER:** Sharon Gilman      **TITLE of PRESENTER:** Associate County Administrator

**Docket Number (If applicable):**

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

**Information**

**Agenda Item Text:**

Approve policy changes to: Workers Compensation, Election Worker, Emergency Declaration and Resources, Education Reimbursement, and Documenting Employee Performance, effective January 1, 2020.

**Background:**

The Board of Supervisors held a work session on the referenced policy revisions on October 22, 2019. At that time, staff provided a comparison of current and proposed revisions for each policy. The policies were then posted for employee comment from Oct 25 - November 29. Changes made as a result of the work session and employee feedback include:

1. Education Reimbursement changed to include books for accredited degree programs or certificates.
2. All Others: Minor clarification regarding employee classifications. Removed "Department Heads" when used and replaced with "Appointing Authority".

**Department's Next Steps (if approved):**

Policies will be effective January 1, 2020. Cochise County website will be updated and department procedures changed in order to comply with new policies. Information will be disseminated to employees through department communications.

**Impact of NOT Approving/Alternatives:**

Staff will re-evaluate and incorporate any changes based on Board comments, questions, or concerns.

**To BOS Staff: Document Disposition/Follow-Up:**

Send approved policies to Marty Renteria in IT, with copy to HR, for posting to website.

**Attachments**

- Workers Comp 010120
- Election Worker 010120

Emergency Declaration

Education 010120

Employee Performance 010120

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# Cochise County Board of Supervisors

Public Programs...Personal Service  
[www.cochise.az.gov](http://www.cochise.az.gov)

**Policy Title:** Workers' Compensation

**Policy Number:** 1502

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**Effective:** January 1, 2020  
**Supersedes:** *Human Resources Policy Manual, Worker Compensation Policy and Procedures (Policy 2214), Feb. 01, 2017, pages 50-53.*  
**Scope/Coverage:** All County employees and registered [volunteers](#)  
**Policy Contact:** Risk Management Department

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## I. Eligibility

- A. All employees and [volunteers](#) are covered under the Workers' Compensation Law, [ARS §23, Chapter 6, Articles 1 - 12](#), which provides compensation for loss of salary during periods of absence from work and medical coverage for injuries and/or diseases arising out of and in the scope of employment.
- B. [Public safety employees](#) may have [supplemental benefits](#) in compliance with [ARS §38-961](#).

## II. Appointing Authority Responsibilities

- A. The [Appointing Authority or designee](#) shall ensure that work-related injuries are reported immediately to Risk Management.
- B. The Appointing Authority or designee shall complete a *Supervisor's Report of Industrial Injury* (SRI) and forward it to Risk Management within 24 hours of the incident. An SRI shall be completed even if medical treatment is not needed.
- C. The Appointing Authority or designee shall, as soon as practical, effectively control and/or eliminate any hazards identified by an injury investigation or safety inspection.
- D. The Appointing Authority or designee shall grant work release time for an employee whose follow-up care requires medical appointments during a regularly scheduled work day.

## III. Injured Employee Responsibilities

- A. Arizona Workers' Compensation law requires all employees to report all injuries, regardless of the degree of injury, to their employer immediately.
- B. Employees shall present a medical work status report to Risk Management within one working day after each doctor visit until a full duty work release is obtained. The report must include any work restrictions or physical limitations, and an estimated date of return to full or modified duty.



# Cochise County Board of Supervisors

Public Programs...Personal Service  
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- C. Risk Management may at any time require an employee on Workers' Compensation to submit to a Fitness for Duty or Independent Medical Evaluation to determine medical work status.

## IV. Risk Management Duties

- A. Risk Management shall investigate an injury incident to determine if any procedures or conditions need to be changed to improve the safety of the workplace.
- B. Risk Management shall provide rehabilitation and/or vocational assistance to facilitate the employee's return to County work.
- C. Risk Management shall provide employees with prevention and loss training to mitigate workplace accidents.
- D. Risk Management shall make reasonable efforts to provide the employee with modified duty.
  - 1. Risk Management shall initiate identification of modified duty assignments compliant with medical work restrictions for injured employees. If modified duty is not available in the employee's department, Risk Management shall attempt to find modified duty in another department.
  - 2. Workers' Compensation wage benefits shall be eliminated if an employee refuses a modified duty assignment for which he/she is qualified and is medically released to perform.
  - 3. The modified duty assignment shall be established using a *Temporary Modified Duty Agreement* form.
  - 4. The employee's pay and classification status shall remain the same while on a modified duty assignment regardless of the actual duties being performed.
  - 5. The employee's original department/office shall be charged for wages paid to the employee while working a modified duty assignment in another department/office.

## V. Compensation Terms

- A. The injured employee's department/office shall pay his/her full pay for the day of the injury, regardless of the time of the incident or whether medical treatment was sought.
- B. If the injury/illness claim is accepted by the County's Claims Administrator, the injured employee shall receive sixty-six and two-thirds percent (66.67%) of his/her average monthly wage as of the date of injury, not to exceed the maximum wage set by [ARS §23-1041](#).



# Cochise County Board of Supervisors

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- C. Worker Compensation wage compensation begins on the 8th calendar day after the injury. If the injured employee is medically off-work for 14 calendar days, compensation shall be made retroactive to the first day following the date of injury.
- D. All Workers' Compensation wage benefit checks shall be sent directly to the employee.
- E. The employee shall remain on active status when the employee elects to use accrued leave to supplement the Workers' Compensation wages. Employees on active status shall continue all required and voluntary deductions on paychecks. Leave time and retirement contributions shall continue to accrue.
- F. Approved [Family and Medical Leave Act \(FMLA\)](#) leave shall run concurrently while the employee is off work for Workers' Compensation purposes.
- G. An employee shall be placed on [Leave Without Pay](#) status when available leave time is depleted.
- H. Employees on Leave Without Pay status shall not accrue leave time or retirement contributions and must arrange payment of voluntary deductions with Human Resources.

## **VI. Public Safety Employees Supplemental Benefits**

- A. Pursuant to [ARS 38-961](#), Public Safety employees may qualify for a Supplemental Benefits Plan, hereafter referred to as the "Plan," if each of the following conditions are met:
  - 1. The employee is a full-time public safety employee. Volunteer or part-time employees are not eligible for the Plan.
  - 2. The Workers' Compensation claim is accepted by the County's Claims Administrator.
  - 3. The employee is in off-work status for more than 30 calendar days due to a work-related injury.
  - 4. The employee remains in "active" employment status and is considered an employee of the County.
  - 5. The off-work status is not due to an unrelated or pre-existing condition that barring same, the employee would be working regular duty.
  - 6. Medical documentation is supplied that adequately verifies the medical necessity for the off-work status.
  - 7. The injury was not incurred because of gross negligence or violation of policy or law on the part of the employee.



# Cochise County Board of Supervisors

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8. The injury was sustained during performance of active primary law enforcement activities, as determined by the Risk Management Department.

## B. Payroll Actions

1. During the time that a Public Safety Employee is approved and enrolled in the Plan, the County Finance/Payroll Department shall:
  - a. Continue to pay the employee's full base pay.
  - b. Continue to pay the employer portion of enrolled health care benefits.
  - c. Pay both the employer and the employee's contribution to the appropriate retirement system or plan as applicable.
  - d. Prevent the accrual or reduction of personal sick leave balances in an employee's account.

## C. Risk Management Department Actions

1. If time off work is expected for a Public Safety Employee, Risk Management shall:
  - a. Notify the employee of the potential benefit and provide the employee with a Supplemental Benefits Application at or before that date when the employee has been off work for more than 30 calendar days.
  - b. Assist the employee's department/office in identifying available modified duty.
  - c. Terminate a public safety employee from Plan participation if he/she refuses to return to work in a modified capacity for which he/she is qualified and medically released to perform. Workers' Compensation benefits may continue.



# Cochise County Board of Supervisors

*Public Programs...Personal Service*  
[www.cochise.az.gov](http://www.cochise.az.gov)

**Policy Title:** Election Poll Workers

**Policy Number:** 2216

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**Effective:** January 1, 2020

**Supersedes:** *HR Policy Manual*, February 1, 2007

**Scope/Coverage:** All Cochise County Employees

**Policy Contact:** Director of Human Resources, Director of Elections Department

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## I. Commitment and Approval

- A. Service as an election poll worker is a willing commitment by the employee and the department/office. Such service is encouraged to meet the ongoing need for election poll workers. Once the commitment is made, only emergency cancellations should preclude the employee from working as an election poll worker. Otherwise, election operations may be jeopardized.
- B. The election worker must be a qualified elector within the county.
- C. Professional or personal conflicts do not disqualify applicants for selection. However, disclosure of a conflict after an assignment which negatively impacts an election site may be cause for removal as a poll worker or reassignment to another poll location.
- D. The employee shall receive approval from the [Appointing Authority](#), or designee, to be absent from regular duties based on office coverage, workload, etc.

## II. Schedule and Compensation

- A. For mandatory election training and election day work, the employee shall be considered on an alternative duty assignment and receive the current rate of compensation from the department/office (Compensatory Time or Overtime may apply with department/office approval). Non-exempt employees shall clock in and out for trainings and poll worker duties. Departments/ Offices may provide mileage reimbursement, or use a County vehicle, if necessary. Employees shall not receive additional payment from the Elections Department.
- B. If an employee works at the polls on Election Day on a regularly scheduled day off or uses personal time off (PTO), the employee shall receive the poll worker payment and mileage, if applicable, from the Elections Department. An employee may choose to waive the poll worker stipend.



# Cochise County Board of Supervisors

Public Programs...Personal Service  
[www.cochise.az.gov](http://www.cochise.az.gov)

**Policy Title:** Emergency Declaration and Resources

**Policy Number:** 2218

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**Effective:** January 1, 2020

**Supersedes:** Resolution No 02-01

*Human Resources Manual*, Emergency Personnel Policy, Feb 1, 2017; p57

**Last Reviewed/Updated:** December 16, 2018

**Scope/Coverage:** All Cochise County Personnel

**Policy Contact:** Director of Emergency Management / Director of Risk Management

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## I. Declaration of an Emergency

- A. Per ARS §26-307, only the Board of Supervisors may declare a [Local Emergency](#) or [State of Emergency](#) through a formal resolution filed with the Clerk of the Board.
- B. Emergency powers of the Board and the duties of the Director of Emergency Services are further described in [Board Resolution No 79-5](#).

## II. Allocation of Resources and Personnel

- A. The County Administrator, Emergency Management Director or designee may allocate county resources and [appointed personnel](#) in the early stages of an incident. Elected officials may choose to make their resources and personnel available to the County Administrator or Emergency Management Director for duty assignment.
- B. All County resources and appointed personnel shall be considered available in support of the protection and preservation of life, property, evidence and the environment, including emergency response resources as defined in Section Two of the Homeland Security Act (2002), as well as emergency management, public health, public works and other specialty resources that could provide immediate support during prevention, response and recovery operations.
- C. In situations declared a State of Emergency or incidents of significant impact to the County, it may be necessary to reprioritize the provision of County resources. This may involve reassignment of resources and personnel to emergency assignments, including duties outside of normal assignments.
- D. The Emergency Management Director, or their designee(s), shall act as an emergency coordinator to assign the resources and personnel requests through the appropriate department/office chain of command. Department Directors and Elected Officials shall be consulted and kept informed of events involving staff and resources typically under their authority.



## Cochise County Board of Supervisors

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- E. The Emergency Management Director shall coordinate with Department Directors and Elected Officials to assign only appropriately trained personnel to safely and efficiently complete emergency assignments. Such training certifications shall be maintained by the Department Directors and Elected Officials.
- F. Upon arrival at their assigned workplace, personnel shall be informed of, and expected to adhere to, incident requirements related to the implementation of safety procedures or use of personal protection equipment.
- G. Cochise County recognizes that there may be legitimate reasons that would prevent personnel from responding when called upon. Personnel shall inform the Emergency Management Director if they cannot respond due to concerns for their own safety, or that of citizens or property within their assigned service area.
- H. Work hours shall be tracked and documented per procedures implemented for the incident.
- I. Availability and work schedules may be adjusted including, but not limited to: longer hours per day; different starting and ending times; evening, weekend or holiday assignments; and the suspension of vacation or other time-off requests. The County shall adhere to the applicable requirements of the Federal Fair Labor Standards Act.



# Cochise County Board of Supervisors

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**Policy Title:** Education Reimbursement

**Policy Number:** 2224

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**Effective:** January 1, 2020

**Supersedes:** HR Policy 2224, effective February 1, 2017

**Scope/Coverage:** All benefits eligible classified and unclassified employees

**Policy Contact:** Director of Human Resources

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## I. Accredited Degree and Certificate Programs

### A. Eligible applicants shall:

1. Complete a minimum of 12 months of continuous full-time employment;
2. Currently occupy a classified or unclassified benefits eligible position;
3. Not be under any type of performance improvement plan or other disciplinary action.
4. Earn less than \$100,000 per year.

### B. Degree and Certificate Eligibility Requirements:

1. Course(s) shall be **regionally accredited** by one of the following:
  - a) Accrediting Commission for Community and Junior Colleges (ACCJC) Western Association of Schools and Colleges
  - b) Higher Learning Commission (HLC)
  - c) Middle States Commission on Higher Education (MSCHE)
  - d) New England Commission of Higher Education (NECHE)
  - e) Northwest Commission on Colleges and Universities (NWCCU)
  - f) Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
  - g) WASC Senior College and University Commission (WSCUC)
2. Degree or certificate program shall relate to the employee's documented annual performance goals as approved by the supervisor, or current position and verified on the [Education Reimbursement Application](#) form.
3. Individual course(s) shall be required for completion of a degree or certificate program as demonstrated in the institution's degree plan.



# Cochise County Board of Supervisors

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4. Whenever possible, class schedules and projects should not interfere with normally scheduled working hours. Any modified work schedule must have the [Appointing Authority's](#) approval.
5. All time spent completing course work for accredited degree or certificate programs shall not be reported or compensated as work time.

## C. Conditions and Limitations on Reimbursement:

1. Employees pursuing reimbursement shall receive approval from their Appointing Authority and Human Resources prior to the beginning of the course according to the [Education Reimbursement Procedure](#).
2. Reimbursement shall be used for tuition, books, lab, taxes, and other special fees. School supplies, late penalties/fees shall not be eligible for reimbursement.
3. Financial Aid received (except for loans) shall not be considered for reimbursement.
4. Reimbursement shall be based on available funds as determined by the Board of Supervisors during the annual budget process.
5. Reimbursement shall not exceed \$2,500.00 per fiscal year per employee, with no lifetime reimbursement cap.
6. Reimbursement percentage shall be inversely proportional to an employee's county salary at the time the application is submitted. For example, for an employee earning \$30,000 per year, the County shall reimburse 70% and the employee shall pay 30%. In comparison, for an employee earning \$70,000 per year the County shall reimburse 30% and the employee shall pay 70%. Salary shall be rounded to the nearest thousand to determine percentage (55,300 rounded to 55,000 = 45% County, 55% employee).
7. Within four (4) weeks after the course completion date, the employee shall provide Human Resources and the Appointing Authority with an official copy of course grades showing a "C" or better and copies of related receipts, including itemized financial aid, in order to receive reimbursement payment.

## II. Professional Exams and Certifications

- A. A professional credential shall give the employee a higher level of proficiency to perform their work and demonstrates the employee has the knowledge, experience and skills to perform a specific job and tasks. The certification shall be issued by a state or federal agency or by a recognized professional organization.



## Cochise County Board of Supervisors

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- B. Certification costs shall be considered on an individual basis per Appointing Authority or designee approval.
- C. Certification training courses, the first exam attempt, and required certification renewal exams and fees shall be paid by the employee's Department/Office if funding is available. Subsequent training and exams due to failure or lapse in renewal shall be at the employee's expense.
- D. Time spent in professional certification programs shall be compensated work time.

### **III. Department Training and Development**

- A. Departments shall provide individual employees or groups of employees job-related training courses.
- B. Time spent in department sponsored training shall be compensated work time.
- C. Employees have an obligation to attend classes and seminars paid for by the Department.



# Cochise County Board of Supervisors

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[www.cochise.az.gov](http://www.cochise.az.gov)

**Policy Title: Documentation of Employee Performance**

**Policy Number: 2229**

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**Effective:** January 1, 2020

**Scope/Coverage:** All county employees

**Policy Contact:** Director of Human Resources

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## I. Appointing Authority Responsibilities

Appointing Authority or designee shall:

1. Ensure supervisors maintain written records of employee performance.
2. Establish written annual [performance goals](#) for every employee and track employee progress. Goals shall be specific, measurable, attainable and in alignment with the department's mission and the organization's strategic plan.
3. Provide employees with evaluation criteria and documents at the beginning of any [performance evaluation](#) period.
4. Send all written evaluation forms to Human Resources for placement in the employee's personnel file.

## II. Employee Responsibilities:

An employee shall:

1. Participate in any performance discussion, evaluation and/or self-evaluations as directed.
2. Seek performance goal feedback from the supervisor or Appointing Authority.
3. Document progress toward performance goals and objectives.

## III. Human Resources Responsibilities:

The Human Resources Department shall:

1. Aid the Appointing Authority or designee in creating appropriate performance evaluation documents.
2. Offer training to supervisors on performance evaluations and goals.
3. Maintain any performance evaluations in personnel files.

**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019  
Cochise County Tourism Council Intergovernmental Agreement  
**Submitted By:** Arlethe Morrison, Board of Supervisors  
**Department:** Board of Supervisors  
**Presentation:** No A/V Presentation  
**Document Signatures:** BOS Signature Required  
  
**NAME of PRESENTER:** Amanda Baillie  
**Mandated Function?:** Not Mandated

**Recommendation:** Approve  
**# of ORIGINALS Submitted for Signature:** 2  
**TITLE of PRESENTER:** Public Information Officer  
**Source of Mandate or Basis for Support?:**

**Docket Number (If applicable):**

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**Information**

**Agenda Item Text:**

Approve an Intergovernmental Agreement (IGA) between Cochise County and the following municipal corporations: Benson, Bisbee, Douglas, Sierra Vista, and Willcox in support of Cochise County Tourism and Economic Council, effective through June 30, 2020 with automatic renewals for three successive one-year periods.

**Background:**

This is an update to the current Cochise County Tourism Council (CCTC) IGA. The CCTC is a collaborative tourism marketing effort between the County and local municipalities. The goal of the CCTC is to pool resources in order to strengthen outreach efforts and programs, and to market Cochise County as a premier tourism destination. The updated IGA reflects a number of changes to the agreement to include a new name (Cochise County Tourism and Economic Council), changes to the working group, its mission, and its meeting schedule, and a new funding schedule beginning FY 2020-21. The new IGA will replace the current agreement, due to end on June 30 2020, and will automatically renew for three successive, one-year periods.

**Department's Next Steps (if approved):**

Continue with agreed upon tourism related projects.

**Impact of NOT Approving/Alternatives:**

The current IGA will be in place without the desired changes from all parties involved.

**To BOS Staff: Document Disposition/Follow-Up:**

Provide to Amanda Baillie, PIO, to collect all other signatures.

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**Budget Information**

*Information about available funds*

<b>Budgeted:</b> <input checked="" type="checkbox"/>	<b>Funds Available:</b> <input checked="" type="checkbox"/>	<b>Amount Available:</b> 34,000
<b>Unbudgeted:</b> <input type="checkbox"/>	<b>Funds NOT Available:</b> <input type="checkbox"/>	<b>Amendment:</b> <input type="checkbox"/>

**Account Code(s) for Available Funds**

1:

**Fund Transfers**

**Fiscal Year:** 2019-2020

**One-time Fixed Costs? (\$\$\$):** \$34,200

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

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

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

**Source of Funding?:**

**Fiscal Impact & Funding Sources (if known):**

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**Attachments**

Agreement

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**INTERGOVERNMENTAL AGREEMENT  
SUPPORTING COCHISE COUNTY TOURISM & ECONOMIC COUNCIL, AN ECONOMIC  
DEVELOPMENT INITIATIVE**

This Intergovernmental Agreement made and entered into by and between Cochise County, a body politic (hereinafter referred to as "the County") and the following municipal corporations: The City of Benson, the City of Bisbee, the City of Douglas, the City of Sierra Vista, and the City of Willcox (hereinafter referred to collectively as "the Cities").

**RECITALS**

**WHEREAS**, the County and the Cities have determined that it is mutually beneficial to jointly fund a coordinated effort to attract tourism and economic development to Cochise County; and

**WHEREAS**, tourism is the number one industry in the State of Arizona, and Cochise County and its cities and towns benefit economically by increased visitors and visitor spending in their respective jurisdictions; and

**WHEREAS**, each of the participating jurisdictions have limited resources to apply to visitor attraction and economic development and wish to maximize the value of their public funding by pooling resources in order to strengthen outreach efforts and programs.

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

**I. PURPOSE**

The purpose of this Agreement is to update and ensure continuation of the Cochise County Tourism Steering Committee, now known as Cochise County Tourism & Economic Council (CCTEC), to specify a funding structure to promote regional tourism; and to reaffirm the mission of CCTEC, which shall be to enhance economic prosperity of the participants and their citizens by promoting and developing tourism and economic

development in Cochise County through cooperative leadership and a regional approach, augmenting the efforts of the County and individual Cities.

## **II. RESPONSIBILITIES OF CCTEC**

CCTEC is hereby delegated the responsibility of overseeing a regional tourism attraction program on behalf of the County and all participating Cities. The County or City/Town Manager/Administrator or equivalent staff member from each participating jurisdiction shall serve as the representative on CCTEC. CCTEC shall meet quarterly, with additional meetings determined by the body at its discretion.

CCTEC is responsible for the following:

- A. Approving marketing strategies and corresponding budget for regional tourism and supplemental economic development efforts that correlates with the funds contributed by its member jurisdictions as specified in Section IV of this agreement.
- B. Coordinating with the Designated Fiduciary Agent (more specifically identified in Section III) to ensure expenditures are being made in accordance with the approved budget, CCTEC direction, and generally accepted accounting principles.
- C. Evaluating the effectiveness of the regional tourism program and any additional economic development efforts.
- D. Ensuring the financial viability of the regional tourism program, which may include a periodic review of contributions made by member jurisdictions. In the event that one or more jurisdictions fails to budget for or to pay its allocated share of costs, CCTEC shall determine how to reallocate costs and shall approve a revised program of work and budget that does not exceed the remaining available budgeted funds.
- E. Determining and establishing, as necessary, other ad hoc committees, taskforces or advisory groups as it deems appropriate to provide necessary technical or administrative support in accomplishing the mission of CCTEC.

## **III. DESIGNATED FIDUCIARY AGENT**

Collection of participating jurisdiction contributions and the expenditure of said funds in accordance with state and local laws and generally accepted accounting principles shall

be the responsibility of one of the jurisdictions, hereinafter referred to as the Designated Fiduciary Agent. Beginning July 1, 2017, the City of Sierra Vista shall serve as the Designated Fiduciary Agent until such time as this agreement is no longer in effect, or an alternate jurisdiction is approved by CCTEC.

The Designated Fiduciary Agent shall be responsible for:

- A. Ensuring compliance with federal, state and local laws in the operation of CCTEC its committees, awarded grants, and financial oversight.
- B. Acting as applicant and fiscal agent for grants authorized by CCTEC.
- C. Providing quarterly financial reports to CCTEC as requested.
- D. Overseeing staff, contractors and vendors utilized to implement the program of work and providing general liability and worker's compensation insurance as appropriate.
- E. Serving as the designated point of contact for CCTEC unless determined otherwise by the bodies.

#### **IV. COUNTY AND CITIES CONTRIBUTIONS**

- A. Each participating jurisdiction agrees to pay to the Designated Fiscal Agent its respective share of the associated costs, as recommended and approved by CCTEC and subsequently approved by each respective governing body, said sum payable in the first quarter of the fiscal year. Failure of a City to pay shall, at the discretion of CCTEC terminate any rights that City may have to participate in tourism planning and coordination, and the receipt of any services or other benefits under this Agreement. Until such contributions are modified and approved by CCTEC, they remain as follows:

##### **Funding schedule 2019-2020**

Cochise County	\$34,165
City of Benson	\$10,011
City of Bisbee	\$10,572
City of Douglas	\$13,917
City of Sierra Vista	\$20,000
City of Willcox	\$9,615

Funding schedule 2020-2021

Cochise County	\$34,000
City of Benson	\$15,000
City of Bisbee	\$15,000
City of Douglas	\$15,000
City of Sierra Vista	\$20,000
City of Willcox	\$15,000

- B. Changes to contributions specified in this section shall require the approval of the governing bodies of each jurisdiction. Nothing in this Agreement shall obligate the County or any City to participate financially at any level of support not specifically approved by the governing body of the jurisdiction, or to assume any financial burden of another party.

**V. ELECTION OF CHAIR & VICE CHAIR**

- A. The CCTEC will elect a chair and vice-chair, by majority vote, on an annual basis.

**VI. AUTHORITY TO ENTER AGREEMENTS**

The County and the Cities have authority to enter this Agreement pursuant to A.R.S. §11-951 et seq. The County has the authority pursuant to A.R.S. §11-254.04 to appropriate monies from the general fund for the purpose of economic development activities in the boundaries of the county and which the Board of Supervisors determines is for the economic benefit of the County residents. The Cities, pursuant to A.R.S. §9-500.11, may appropriate and spend public monies for and in connection with economic development activities. The County and the Cities expressly find that the tourism-related activities sponsored under this Agreement constitute "economic development activities" under the above-referenced statutes in that they will assist in the creation or retention of jobs and will otherwise improve or enhance the economic welfare of the inhabitants of the County and the Cities.

**VII. INDEMNIFICATION AND INSURANCE**

- A. County agrees to hold harmless the Cities, its officers, employees and agents from all losses, suits, damages or costs of any kind, including reasonable attorney's fees, defense costs and expenses arising from County's performance pursuant to this agreement. It is understood and agreed that the County may elect to self-insure against any or all of the risks enumerated in this section. The County shall provide the Cities with current insurance certificates or the evidence of coverage if requested.

- B. The Cities agrees to hold harmless the County and each participating City, its officers, employees and agents from all losses, suits, damages or costs of any kind, including reasonable attorney's fees, defense costs and expense arising from each City's performance pursuant to this agreement. It is understood and agreed that any City may elect to self-insure against any or all of the risks enumerated in this section. Each City shall provide the County or other participating Cities with current insurance certificates or evidence if requested.

### **VIII. TERM AND TERMINATION**

- A. The term of this Agreement shall begin when approved and signed by all the parties hereto and continue through June 30, 2020. This Agreement shall thereafter automatically be renewed for three successive one-year periods; provided, however, that any party can opt out of renewing the Agreement, as to that party, by notifying the other parties in writing at least sixty (60) days prior to the July 1st renewal date.
- B. Any party may terminate its participation in this Agreement upon at least 60 days written notice to the Designated Fiduciary Agent; provided, however, that the terminating jurisdiction shall not be entitled to a refund of its annual contribution, nor a prorated share of such contribution. Unless participation in the Agreement is terminated by three or more of the Cities, it shall continue in force and effect with respect to the non-terminating parties.
- C. In addition to the other termination provisions herein, this Agreement may be terminated by mutual agreement of all participating jurisdictions. In the event of termination prior to the end of the contract period of any renewal period, County and Cities shall be required to pay only their proportionate shares of all services actually performed to date and any expenses required to conclude the termination of services.
- D. This Agreement is subject to cancellation pursuant to A.R.S. § 38-511, the provisions of which are incorporated herewith by reference.
- E. The parties do not anticipate any acquisition of joint property under this Agreement. In the event of termination of this Agreement, any property supplied by a participating jurisdiction pursuant to this agreement shall be and remain the property of said jurisdiction.

## IX. MISCELLANEOUS

- A. **Waiver**. Waiver, or the failure of any party at any time to require performance by the other, of any provision herein, shall in no way affect that party's subsequent rights and obligations under that provision. Waiver by any party of any breach or any provision herein shall not be taken or held to be a waiver of any succeeding breach of such provision or waiver of such provision itself.
- B. **Entire Agreement**. This written Agreement constitutes the entire agreement between the participating jurisdictions with respect to the subject matter hereof, and shall supersede all previous proposals, negotiations, representations, commitments, writings, and agreements. It may not be released, discharged, changed or modified, except by an instrument in writing, signed by a duly authorized representative of each of the parties except as expressly provided otherwise in this Agreement.
- C. **Rights of the Parties Only**. The terms of this Agreement are intended only to define the respective rights and obligations of the parties. Nothing expressed herein shall break any rights or duties in favor of any potential third-party beneficiary or other person, agency or organization.
- D. **Non-Discrimination and Equal Employment Opportunity**. Neither party shall unlawfully discriminate against any employee, applicant, patient, or student based on race, color, creed, sex (including sexual preference/identity), religion, marital status, disability, veteran status, age, or national origin.
- E. **No Boycott of Israel**. In accordance with A.R.S. § 35-393.01, the parties certify that they are not currently engaged in, and for the duration of this Agreement agree not to engage in, a boycott of Israel, and will not adopt a procurement, investment, or other policy that has the effect of inducing or requiring a person or company to boycott Israel.
- F. **Compliance with Immigration Laws**. The parties hereby warrant that they will at all times during the term of this Agreement comply with all federal immigration laws applicable to the parties' employment of its employees, and with the requirements of A.R.S. § 23-214(A) (together the "State and Federal Immigration Laws"). The parties shall further ensure that each sub-consultant who performs any work for the party under this Agreement likewise complies with the State and Federal Immigration Laws.
- G. **Compliance with Immigration Laws**. The parties hereby warrant that they will at all times during the term of this Agreement comply with all federal immigration laws applicable to the parties' employment of its employees, and with the requirements of A.R.S. § 23-214(A) (together the "State and Federal Immigration Laws"). The parties shall further ensure that each sub-consultant

who performs any work for the party under this Agreement likewise complies with the State and Federal Immigration Laws.

- H. **Public Records Law.** Notwithstanding any other provision of the agreement, the parties understand that all of the other parties are public entities and, as such, are each subject to Arizona's public records law, A.R.S. § 39-121 et. seq.

**X. APPROVAL OF THE PARTIES**

- A. Before the Agreement shall become effective and binding upon the parties, it must be approved by the County Board of Supervisors and the Council of each participating city. In the event that any party fails or refuses to approve this Agreement, the other parties hereto may choose to move forward with this Agreement without that party or renegotiate its terms.
- B. Pursuant to A.R.S. § 11-952(D), counsel for each party to this Agreement has determined that the foregoing Agreement is in proper format and is within the powers and authority granted to the respective public agency.
- C. This Agreement may be signed by the respective parties in multiple counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument, provided that all parties have approved and executed one or more such documents prior to recordation.

**XI. ELECTRONIC SIGNATURES**

Any and all parties to this Agreement may sign or attest to this Agreement using electronic signatures, which shall have the same force and effect as though signed with pen and ink.

**IN WITNESS WHEREOF**, the parties to this Agreement have hereunto set their hands the date and year written.

**APPROVED:**

**APPROVED:**

**COUNTY OF COCHISE:**

**CITY OF BENSON:**

By: \_\_\_\_\_  
Thomas E. Borer, Chair      Date  
Board of Supervisors

By: \_\_\_\_\_  
Toney D. King      Date  
Mayor, City of Benson



**CITY OF SIERRA VISTA:**

**CITY OF WILLCOX:**

By: \_\_\_\_\_  
Frederick W. Mueller                      Date  
Mayor, City of Sierra Vista

By: \_\_\_\_\_  
Mike Laws                                      Date  
Mayor, City of Willcox

**ATTEST:**

**ATTEST:**

By: \_\_\_\_\_  
Jill Adams                                      Date  
City Clerk, City of Sierra Vista

By: \_\_\_\_\_  
Crystal Hadfield                      Date  
City Clerk, City of Willcox

By: \_\_\_\_\_  
Nathan Williams                      Date  
City Attorney, City of Sierra Vista

**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019  
Certification of Fill the Gap (FTG) 18.19  
**Submitted By:** Dianna Bradshaw, Court Administration  
**Department:** Court Administration  
**Presentation:** No A/V Presentation  
**Document Signatures:** BOS Signature Required

**Recommendation:** Approve  
**# of ORIGINALS Submitted for Signature:** 2

**NAME of PRESENTER:** Rita Shipley  
**Mandated Function?:** Federal or State Mandate

**TITLE of PRESENTER:** Budget & Finance Director  
**Source of Mandate or Basis for Support?:** ARS 41-2421

**Docket Number (If applicable):**

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**Information**

**Agenda Item Text:**

Certify that the total court revenues collected in Fiscal Year 2018/2019 exceeded total court revenues collected in Fiscal Year 1997/1998, and authorize distribution of the 5% set-aside revenues, pursuant to ARS 41-2421.

**Background:**

In 1999, the Arizona Legislature enacted A.R.S. §41-2421, a law enhancing collections in the courts, setting forth the allocation of those revenues to criminal justice entities (popularly referred to as the Fill the Gap initiative). Pursuant to A.R.S. §41-2421, a base year of revenue thresholds was established as Fiscal Year 1997-98. Thereafter 5% of revenues collected by the courts were to be "set-aside" until the determination that a subsequent year's revenues exceeded that of the base year. If so, those "set-aside" dollars are to be disbursed to the below-outlined criminal justice agencies. It is mandated that the Board of Supervisors certify that each year's revenues exceed the base year so that these funds may be disbursed per the funding formula. Total court revenues for FY 2018/2019 were \$5,603,054.80. Since the requirement that the FY 2018/2019 number be higher than the FY 1997-1998 base revenue threshold of \$2,100,102 has been met, the 5% "set aside" funds may be disbursed.

**Department's Next Steps (if approved):**

The 5% set-aside number is \$280,152.74. Per the funding formula the funds will be distributed as follows:  
57.37 % to the court \$160,723.63  
21.61 % to County Attorney \$60,541.00  
20.53 % to indigent defense \$57,515.36  
0.49 % to the state \$1,372.75

**Impact of NOT Approving/Alternatives:**

Without the Board's official certification, these funds cannot be properly allocated.

**To BOS Staff: Document Disposition/Follow-Up:**

Notify Superior Court Budget & Finance Director, Rita Shipley when funds are certified.

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**Budget Information**

*Information about available funds*

**Budgeted:**  **Funds Available:**  **Amount Available:** 280,153  
**Unbudgeted:**  **Funds NOT Available:**  **Amendment:**

**Account Code(s) for Available Funds**

1: 150-0810-9 550.000

**Fund Transfers**

**Fiscal Year:** FY19/20

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

**Ongoing Costs? (\$\$\$):** NO

**County Match Required? (\$\$\$):** NO

**A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):** NO

**Source of Funding?:** Fill the Gap

**Fiscal Impact & Funding Sources (if known):**

\$280,153 has been budgeted in the Fill the Gap Fund (150) to cover the mandated 5% set-aside distribution per the funding formula to the court, County Attorney, Indigent Defense and the State. The total amount distributed to the above mentioned departments is \$280,152.74.

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**Attachments**

FY19 FTG CERT

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SUPERIOR COURT OF ARIZONA  
COCHISE COUNTY  
OFFICE OF THE COURT ADMINISTRATOR

MEMORANDUM

**To:** Edward Gilligan, County Administrator  
**From:** Niltza Flores, Interim Court Administrator  
**Date:** November 19, 2019  
**Subject:** Revenue Certification

In 1999, the Arizona Legislature enacted A.R.S. §41-2421, a law enhancing collections in the courts, setting forth the allocation of those revenues to criminal justice entities (popularly referred to as the Fill the Gap initiative). Pursuant to A.R.S. §41-2421, a base year of revenue thresholds was established as Fiscal Year 1997-98. Thereafter 5% of revenues collected by the courts were to be "set-aside" until the determination that a subsequent year's revenues exceeded that of the base year. If so, those "set-aside" dollars are to be disbursed to the below-outlined criminal justice agencies. The certification of each year's revenues exceeding the base year must be done by the Board of Supervisors for those funds to be properly allocated.

In this agenda item, the court is requesting certification that total court revenues for FY2018-2019 exceeded total court revenues for the base fiscal year 1997-98. This certification is necessary to enable the courts, the county attorney and the public defender to receive their respective share of the revenue set-aside funds in compliance with the Fill the Gap initiative.

Total court revenues for FY2018-2019 were \$5,603,054.80 compared to FY 1997-98 total of \$2,100,024, an increase of \$3,503,030.80. The total amount of the 5% set-aside for FY2019 was \$280,152.74, which upon the Board's action, will be distributed as follows:

57.37% to the court	\$160,723.63
21.61% to the county attorney	\$60,541.00
20.53% to indigent defense	\$57,515.36
0.49% to the state	\$1,372.75

The court's share of this fund will be utilized to support the Superior Court criminal case processing enhancement in Division 5 and other court projects which has been the established utilization of these funds in Cochise County since the creation of A.R.S. §41-2421.

Inasmuch the annual certification of court revenues is a statutory requirement for disbursement of the 5% set-aside funds, I respectfully request that the item be placed on the action agenda of the Board's December 3, 2019 meeting.

cc: Brian McIntyre – County Attorney  
Richard Karwaczka – Public Defender

James L. Conlogue  
Presiding Judge



**SUPERIOR COURT OF ARIZONA  
COCHISE COUNTY  
OFFICE OF THE COURT ADMINISTRATOR**

**APPROVAL**

Total court revenues for FY2018-2019 were \$5,603,054.80 compared to FY 1997-98 total of \$2,100,024, an increase of \$3,503,030.80. The total amount of the 5% set-aside for FY2019 was \$280,152.74, which upon the Board's action, will be distributed as follows:

57.37% to the court	\$160,723.63
21.61% to the county attorney	\$60,541.00
20.53% to indigent defense	\$57,515.36
0.49% to the state	\$1,372.75

The annual certification of the court revenue is required for disbursement of the 5% set-aside funds by the Board of Supervisors.

**APPROVED:**

\_\_\_\_\_  
Tom Borer, Chairman  
Cochise County Board of Supervisors

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Arlthe Morrison, Clerk of the Board

\_\_\_\_\_  
Date

41-2421. Enhanced collections; allocation of monies; criminal justice entities

A. Notwithstanding any other law and except as provided in subsection J of this section, five per cent of any monies collected by the supreme court and the court of appeals for the payment of filing fees, including clerk fees, diversion fees, fines, penalties, surcharges, sanctions and forfeitures, shall be deposited, pursuant to sections 35-146 and 35-147, and allocated pursuant to the formula in subsection B of this section. This subsection does not apply to monies collected by the courts pursuant to section 16-954, subsection A, or for child support, restitution or exonerated bonds.

B. The monies deposited pursuant to subsection A of this section shall be allocated according to the following formula:

1. 21.61 per cent to the state aid to county attorneys fund established by section 11-539.
2. 20.53 per cent to the state aid to indigent defense fund established by section 11-588.
3. 57.37 per cent to the state aid to the courts fund established by section 12-102.02.
4. 0.49 per cent to the department of law for the processing of criminal cases.

C. Notwithstanding any other law and except as provided in subsection J of this section, five per cent of any monies collected by the superior court, including the clerk of the court and the justice courts in each county for the payment of filing fees, including clerk fees, diversion fees, adult and juvenile probation fees, juvenile monetary assessments, fines, penalties, surcharges, sanctions and forfeitures, shall be transmitted to the county treasurer for allocation pursuant to subsections E, F, G and H of this section. This subsection does not apply to monies collected by the courts pursuant to section 16-954, subsection A or for child support, restitution or exonerated bonds.

D. The supreme court shall adopt guidelines regarding the collection of revenues pursuant to subsections A and C of this section.

E. The county treasurer shall allocate the monies deposited pursuant to subsection C of this section according to the following formula:

1. 21.61 per cent for the purposes specified in section 11-539.
2. 20.53 per cent for the purposes specified in section 11-588.
3. 57.37 per cent to the local courts assistance fund established by section 12-102.03.
4. 0.49 per cent to the state treasurer for transmittal to the department of law for the processing of criminal cases.

F. The board of supervisors in each county shall separately account for all monies received pursuant to subsections C and E of this section and expenditures of these monies may be made only after the requirements of subsections G and H of this section have been met.

G. By December 1 of each year each county board of supervisors shall certify if the total revenues received by the justice courts and the superior court, including the clerk of the superior court, exceed the amount received in fiscal year 1997-1998. If the board so certifies, then the board shall distribute the lesser of either:

1. The total amount deposited pursuant to subsection C of this section.

2. The amount collected and deposited pursuant to subsection C of this section that exceeds the base year collections of fiscal year 1997-1998. These monies shall be distributed according to the formula specified in subsection E of this section. Any monies remaining after this allocation shall be transmitted as otherwise provided by law.

H. If a county board of supervisors determines that the total revenues transmitted by the superior court, including the clerk of the superior court and the justice courts in the county, do not equal the base year collections transmitted in fiscal year 1997-1998 the monies specified in subsection C of this section shall be transmitted by the county treasurer as otherwise provided by law.

I. For the purposes of this section, base year collections shall be those collections specified in subsection C of this section.

J. Monies collected pursuant to section 12-116.01, subsection B shall be allocated as follows:

1. 15.44 per cent to the state aid to county attorneys fund established by section 11-539.

2. 14.66 per cent to the state aid to indigent defense fund established by section 11-588.

3. 40.97 per cent to the state aid to the courts fund established by section 12-102.02.

4. 0.35 per cent to the department of law for the processing of criminal cases.

5. 14.29 per cent to the Arizona criminal justice commission for distribution to state, county and municipal law enforcement full service forensic crime laboratories pursuant to rules adopted by the Arizona criminal justice commission.

6. 14.29 per cent to the supreme court for allocation to the municipal courts pursuant to subsection K of this section.

K. The supreme court shall administer and allocate the monies received pursuant to subsection J, paragraph 6 of this section to the municipal courts based on the total amount of surcharges transmitted pursuant to section 12-116.01 by that jurisdiction's city treasurer to the state treasurer for the prior fiscal year divided by the total amount of surcharges transmitted to the state treasurer pursuant to section 12-116.01 by all city treasurers statewide for the prior fiscal year. The municipal court shall use the monies received to improve, maintain and enhance the ability to collect and manage monies assessed or received by the courts, to improve court automation and to improve case processing or the administration of justice. The municipal court shall submit a plan to the supreme court and the supreme court shall approve the plan before the municipal court begins to spend these allocated monies.

**Regular Board of Supervisors Meeting**

**Meeting Date:** 12/03/2019  
 Emergency Management Performance Grant FY19 Approval  
**Submitted By:** Gabriel Lavine, Emergency Services  
**Department:** Emergency Services

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

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

**NAME of PRESENTER:** Gabe Lavine      **TITLE of PRESENTER:** Director Emergency Management

**Mandated Function?:** Federal or State Mandate      **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 Emergency Management Performance Grant EMF-2019-EP-0010 between Cochise County and the Arizona Department of Emergency and Military Affairs, in the amount of \$187,206.36 effective July 1, 2019 through June 30, 2020.

**Background:**

The Emergency Management Performance Grant (EMPG) is a federally funded, state administered grant program that supports emergency management functions of preparedness, response, and recovery. This fiscal years EMPG will support routine emergency management functions as well as capacity building for resource and information management across emergency services in the county. This is a 50% cost match grant where the matching funds have already been allocated in this FY budget.

**Department's Next Steps (if approved):**

Complete grant paperwork for return to the state for final approval and fund dispersal.

**Impact of NOT Approving/Alternatives:**

If this grant is not approved the Office of Emergency Services will be 100% generally funded.

**To BOS Staff: Document Disposition/Follow-Up:**

Please sign 2 copies and return to Gabe Lavine in Emergency 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**

2019 EMPG Agreement

2019 EMPG Conditional Award Letter

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## SUBRECIPIENT AGREEMENT BETWEEN

**Cochise County**  
**EMCO-02**  
**AND**

**The Arizona Department of Emergency and Military Affairs**  
**FOR**

**Emergency Management Performance Grant - EMF-2019-EP-00010**

WHEREAS, A.R.S. 41-4254(6) charges the Arizona Department of Emergency and Military Affairs (DEMA) with the responsibility of administering funds.

THEREFORE, it is agreed that DEMA shall provide funding to **Cochise County** ("Subrecipient") under Catalogue of Federal Domestic Assistance (CFDA) # 97.042 under the terms of this Subrecipient Agreement (Agreement).

139. **PURPOSE OF AGREEMENT** - The purpose of this Agreement is to specify the rights and responsibilities of DEMA in administering the distribution of Emergency Management Performance Grant (EMPG) funds to Subrecipient, and to specify the rights and responsibilities of Subrecipient as the recipient of these funds.
140. **TERM OF AGREEMENT, TERMINATION AND AMENDMENTS** - This Agreement shall become effective on July 1, 2019 and shall terminate on June 30, 2020. The rights and responsibilities of DEMA and Subrecipient as described herein will survive termination of this agreement.
141. **DESCRIPTION OF SERVICES, SUPPLIES AND EQUIPMENT** - Subrecipient shall use the funds provided under this Agreement solely for the purposes for which these funds have been provided, as documented by the Subrecipient's grant application as approved by DEMA, a copy of which is attached as Exhibit III.
- a. The FY 2019 EMPG covers eligible costs from July 1, 2019 - June 30, 2020 (the "Agreement Period"). The funds awarded in the grant agreement shall only be used to cover allowable costs that are incurred during the Agreement Period. Allowable costs are defined in the FY 2019 EMPG Notice of Funding Opportunity (NOFO), a copy of which is attached as Exhibit 3, the AZDEMA EMPG Local Programmatic Guidance and by this Agreement.
  - b. All EMPG funded personnel must complete training requirements for the National Incident Management System (NIMS) as stated in the NOFO, and Subrecipient must provide DEMA with written proof of completion for each individual as soon as that individual's training is completed. All EMPG funded personnel must also participate in no less than three emergency management focused exercises run by either Subrecipient or DEMA during the Agreement Period.
  - c. Finance & Administration - Subrecipient shall provide DEMA with complete documentation of all expenditures of funds provided under this Agreement as soon as such documentation becomes available to Subrecipient. Subrecipient shall provide all necessary financial and managerial resources to meet the terms and conditions of receiving funds under this Agreement. DEMA does not manage or take responsibility for the Subrecipient's projects, and monitors projects (with regard to

program eligibility and other requirements) only in order to protect the State's interests.

- i. The FY 2019 EMPG program has a 50% cost match (cash or in-kind) requirement, pursuant to sections 611(j) and 613(a) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, (Pub. L. No. 93-288), as amended, (42 U.S.C. 5121 et seq.). Federal funds cannot exceed 50% of eligible costs. Unless otherwise authorized by law, federal funds cannot be matched with other federal funds. All funds received by Subrecipient through DEMA under this Agreement are agreed to be federal matching funds; Subrecipient shall be solely responsible for providing the other 50% (cash or in-kind) in order to obtain these federal matching funds.
- ii. The Federal Emergency Management Agency (FEMA) administers cost matching requirements in accordance with 2 C.F.R. 200.306, and Subrecipient contributions must meet the standards of 2 C.F.R. 200.306 and all other applicable federal law.

142. **MANNER OF FINANCING** - DEMA shall:

- a. Provide the Subrecipient with 50% of the costs expended for approved services, supplies and equipment identified in Exhibit 4, up to **\$186,983.50**. Subrecipient will use the funds provided by DEMA and the matching contribution made by the Subrecipient to acquire the services, supplies and equipment identified in part III of this Agreement.
- b. Payment made by DEMA to Subrecipient shall be on a reimbursement basis only and is conditioned upon receipt of proof of payment or other form of contribution, consisting of applicable, accurate and complete documentation, as determined by DEMA in its sole discretion. A listing of acceptable documentation is attached as Exhibit 4(b).

143. **FISCAL RESPONSIBILITY** - For any funds received under this Agreement for which expenditure is disallowed by an audit exemption or otherwise by DEMA, the State, or Federal government, Subrecipient shall reimburse said funds to DEMA immediately.

144. **FINANCIAL AUDIT/PROGRAMATIC MONITORING** - Subrecipient shall comply with A.R.S. 35-214 and 35-215.

- a. Pursuant to 2 C.F.R. 200.501, if Subrecipient expends \$750,000 or more from all federal funding sources during the fiscal year, Subrecipient shall submit an organization-wide financial and compliance audit report per Subpart F of 2 C.F.R. Part 200. Failure to comply with any requirements imposed as a result of an audit will suspend the release of federal funds by DEMA to Subrecipient until Subrecipient has met all such requirements.
- b. Subrecipient will be monitored periodically by DEMA, both programmatically and financially, to ensure that the project goals, objectives, performance requirements, timelines, milestone completion, budgets, and other related program criteria are being met. Monitoring will be accomplished through a combination of office-based reviews and onsite monitoring visits. Monitoring may involve aspects of the work involved under this Agreement including but not limited to the review and analysis of financial, programmatic, equipment, performance and administrative issues relative

to each program, and may identify areas where technical assistance and other support may be needed. Subrecipient shall participate in and cooperate with all such monitoring by DEMA, and shall provide access to all personnel, documents, and other records as may be requested from time to time by DEMA. Subrecipient also shall comply with all requests of DEMA that DEMA deems necessary to assure the parties' compliance with their obligations under this Agreement, including but not limited to circumstances in which DEMA is required or requested to provide information or records to FEMA or to any state or federal auditor; in such event, Subrecipient shall cooperate with DEMA and shall provide DEMA with all information and records necessary for DEMA to comply with any such request or requirement.

145. **APPLICABLE FEDERAL REGULATIONS** - Subrecipient must comply with all applicable Arizona and Federal law, whether or not specifically cited or referenced in this Agreement, and including but not limited to, as applicable, (1) 2 C.F.R. 200.0 through 200.345 (general provisions and requirements); (2) 200.400 through 200.475 (cost principles); (3) 200.500 through 200.521 (audit requirements); (4) the Appendices to 2 C.F.R. Part 200; and (5) 2 C.F.R. 3002.10.
146. **OTHER APPLICABLE REQUIRED STANDARDS** - In addition to complying with all applicable Federal and Arizona statutes and regulations, Subrecipient shall:
- a. Comply with the NOFO;
  - b. Utilize equipment that appears on the U.S. Department of Homeland Security Authorized Equipment List (AEL) available at <https://www.fema.gov/authorized-equipment-list>
  - c. prepare, retain, and be prepared to produce for examination by DEMA and/or FEMA, all records of all activities relating to this Agreement, to the extent necessary to comply with the requirements set forth in Subpart F-Audit Requirements, 2 CFR Chapter II, Audits of States, Local Governments, and Non-Profit Organizations, available at <https://www.whitehouse.gov/omb/information-for-agencies/circulars/#numerical>.
  - d. Comply with National Incident Management System (NIMS) Implementation initiatives as outlined in the NOFO;
  - e. Comply with all applicable Federal, State, and Local environmental and historic preservation (EHP) requirements and shall provide any information requested by FEMA to ensure compliance with applicable laws including but not limited to: the National Environmental Policy Act (NEPA; 42 U.S.C. 4321 through 4347); the National Historic Preservation Act (NHPA; 54 U.S.C. 300101 through 304112, and 305501 through 307108); the Endangered Species Act (ESA; 7 U.S.C. 136; and 16 U.S.C. 1531 through 1544), and Executive Orders on Floodplains (11988; see <https://www.fema.gov/executive-order-11988-floodplain-management>), Wetlands (11990; see <https://www.fema.gov/executive-order-11990-protection-wetlands-1977>) and Environmental Justice for Low Income & Minority Populations (12898; see <https://www.fema.gov/executive-order-12898-environmental-justice-low-income-minority-populations-1994>). Subrecipient shall not undertake any project having the potential to impact EHP resources without express prior written approval obtained through DEMA.
    - i. Subrecipient must comply with all conditions placed on the project as the result of the EHP review. Subrecipient must complete the EHP Assessment Questionnaire form and provide the supporting documentation to include diagrams and photos. The EMPG Program Coordinator will review the

documents and forward to FEMA-Environmental Office. Any subsequent change to the project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, Subrecipient must ensure monitoring of ground disturbance and if any potential archeological resources are discovered, Subrecipient must immediately cease construction in that area and notify DEMA and the appropriate State Historic Preservation Office. Procurement and construction activities shall not be initiated prior to the full EHP review being completed by FEMA Office of Environmental and Historic Preservation.

147. **CONSULTANTS/TRAINERS/TRAINING PROVIDERS** - Billings for consultants/trainers/training providers must include at a minimum: a description of services; dates of services; number of hours for services performed; rate charged for services; and, the total cost of services performed. Consultant/trainer/training provider costs must be within the prevailing rates and must be obtained in compliance with the procurement rules applicable under Arizona law to the Subrecipient and 2 C.F.R. 200.317 through 200.326.
148. **CONTRACTORS/SUBCONTRACTORS** - Subrecipient may enter into written subcontract(s) for performance of certain of its functions under this Agreement in accordance with terms established under Arizona and Federal law. Subrecipient agrees and understands that no subcontract that Subrecipient enters into with respect to performance under this Agreement shall in any way relieve Subrecipient of any responsibilities for performance of its duties. Subrecipient shall give DEMA immediate notice in writing by certified mail of any action or suit filed and prompt notice of any claim made against Subrecipient by any subcontractor or vendor with respect to any work on any project funded in whole or in part under this Agreement.
149. **PERSONNEL AND TRAVEL COSTS** - All grant funds expended for personnel, travel, lodging, and per diem must be consistent with the Subrecipient's policies and procedures and the State of Arizona Accounting Manual (SAAM; see <https://gao.az.gov/publications/saam>); must be applied uniformly to both federally financed and other activities of the Subrecipient; and will be reimbursed at the most restrictive allowability and rates. At no time will Subrecipient's reimbursement(s) exceed the State rate established by the Arizona Department of Administration in the SAAM.
150. **PROCUREMENT** - Subrecipient shall comply with all of its own procurement rules/policies, all Federal procurement rules/policies (including but not limited to those outlined in this section VII of this Agreement), and all Arizona State procurement code provisions and rules. The intent is that all procurement contracts be awarded competitively, and the Subrecipient shall not enter into any noncompetitive (sole or single source) procurement unless express prior written approval is granted by DEMA.
151. **TRAINING AND EXERCISE** - Subrecipient agrees that any grant funds used for training and exercise must be in compliance with the NOFO. All training must be approved through the DEMA/Arizona Department of Homeland Security training request process prior to execution of training contract(s). All exercises must utilize the FEMA Homeland Security Exercise and Evaluation Program (HSEEP) Toolkit for exercise design, development and scheduling. Subrecipient further agrees to:
- a. Submit the HSEEP Toolkit Exercise Summary to DEMA with all Exercise Reimbursement Requests within 90 days of completion of the exercise in question;

- b. Post all exercises, documentation and After Action Reports/Improvement Plans (AAR/IP) via the HSEEP Toolkit within 90 days of completion of the exercise in question; and
- c. Within 90 days of completion of an exercise, or as prescribed by the most recent HSEEP guidance, the Subrecipient shall email the AAR/IP into the HSEEP Inbox (HSEEP@fema.dhs.gov) and copy the DEMA Grant Administration Office (grants@azdema.gov) and the DEMA Exercise Officer at [exercises@azdema.gov](mailto:exercises@azdema.gov).

152. **NONSUPPLANTING AGREEMENT** - Subrecipient shall not use funds obtained under this Agreement to supplant State or Local funds or other resources that would otherwise have been made available for any program/project funded in whole or in part under this Agreement. Further, if a position created by this grant is filled from within, the vacancy created by this action must be filled within thirty (30) days. If the vacancy is not filled within thirty (30) days, Subrecipient must stop charging this grant for the new position. Upon filling the vacancy, Subrecipient may resume charging for the grant position.

153. **COMPLIANCE WITH STATE AND FEDERAL LAWS REGARDING IMMIGRATION-**

Subrecipient warrants its compliance with

- a. all State and Federal immigration laws and regulations relating to its employees and to employees of any contractor or subcontractor retained through Subrecipient to provide goods or services related to this Agreement, including but not limited to A.R.S. 23-214 and 41-4401.
- b. A breach of a warranty by Subrecipient regarding compliance with State or Federal immigration laws or regulations shall be deemed a material breach of this Agreement and Subrecipient may result in action by DEMA up to and including termination of this Agreement.
- c. DEMA retains the legal right to inspect the papers of any Subrecipient employee who works on the Agreement, and those of any employee of any contractor or subcontractor retained through Subrecipient to provide goods or services related to this Agreement, to ensure that Subrecipient is complying with the warranty under paragraph (a) above.

154. **PROPERTY CONTROL** - Effective control and accountability must be maintained by Subrecipient for all equipment and supplies acquired by Subrecipient under this Agreement. Subrecipient must adequately safeguard all such property and must assure that it is used for authorized purposes as described in the NOFO, the grant application as approved, and the C.F.R. Subrecipient shall exercise caution in the use, maintenance, protection and preservation of such property.

- a. Equipment acquired by Subrecipient with funds obtained in whole or in part under this Agreement shall be used by Subrecipient in the program or project for which it was acquired as long as needed, whether or not the program or project continues to be supported by funds obtained in whole or in part under this Agreement. Theft, destruction, or loss of such property shall be reported to DEMA immediately.
- b. Nonexpendable Property is property which has a continuing use, is not consumed in use, is of a durable nature with an expected service life of one or more years, has an acquisition cost of \$300 or more, and does not become a fixture or lose its identity as a component of other equipment or plant.
- c. A Capital Asset is any personal or real property, or fixture that has an acquisition cost of \$5,000 (Five Thousand Dollars) or more per unit and a useful life of more than one year. If the Capital Asset current value is equal to or greater than \$5,000 at

- the end of life or required project activities is discontinued, Subrecipient must request and receive authorization from DEMA prior to disposition.
- d. A Property Control Form shall be maintained for the entire scope of the program or project for which property was acquired through the end of its useful life and/or disposition. All Nonexpendable Property and Capital Assets must be included on the Property Control Form. Subrecipient shall provide DEMA a copy of the Property Control Form at the end of period of performance or no more than ninety (90) calendar days after the end of the Agreement. The Property Control Form shall be updated and a copy provided to DEMA no more than forty-five (45) calendar days after equipment disposition. Subrecipient agrees to be subject to equipment monitoring and auditing by state or federal authorized representatives to verify information.
  - e. A physical inventory of the Nonexpendable Property and Capital Assets must be taken and the results reconciled with the Property Control Form at least once every two years.

155. **DEBARMENT CERTIFICATION** - Subrecipient agrees to comply with the Federal Debarment and Suspension regulations as outlined in the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions" attached as Exhibit 17.

156. **FUNDS MANAGEMENT** - Subrecipient must maintain funds received under this Agreement in a separate account and cannot mix these funds with funds from other sources. Subrecipient must manage funds according to applicable Federal regulations for administrative requirements, costs principles, and audits (2 CFR 200.302). Subrecipient must maintain adequate business systems to comply with Federal requirements.

157. **REPORTING REQUIREMENTS** - Regular reports by Subrecipient shall include:
- a. Programmatic Reports- Subrecipient shall provide quarterly programmatic reports to DEMA within thirty (30) working days of the last day of the quarter in which services are provided. So that the report contains such information as deemed necessary by DEMA, Subrecipient shall use and fully complete the Quarterly Programmatic Report Format template, a copy of which is attached as Exhibit 19(a).
    - i. If a project has been fully completed and implemented, and there will be no further updates, then the quarterly programmatic report for the quarter in which the project was completed will be sufficient as the final report. The report must be marked as "final." Quarterly programmatic reports shall be submitted to DEMA until the entire scope of the Grant is completed.
    - ii. Upon request of DEMA, Subrecipient must provide to DEMA any information necessary to meet any state or federal reporting requirements.
    - iii. Quarterly Programmatic reports are due:

Quarter	Period	Due
1	July 1 – September 30	October 30
2	October 1 – December 31	January 30
3	January 1- March 31	April 30
4	April 1 – June 30	July 30

- b. Financial Reimbursements - Subrecipient shall provide DEMA with quarterly requests for reimbursement. Requests for reimbursements shall be submitted with

the Reimbursement Form provided by DEMA, a copy of which is attached as Exhibit 19(b).

- i. Subrecipient shall submit to DEMA a final request for reimbursement for expenses received and invoiced prior to the end of the termination of this Agreement no more than ninety (90) calendar days after the completion of all work funded in whole or in part by the Agreement. Requests for reimbursement received by DEMA later than the ninety (90) days will not be paid. The final reimbursement request as submitted shall be marked "final" by Subrecipient.
- ii. DEMA requires that all requests for reimbursement be submitted via U.S. mail (United States Postal Service), FedEx, UPS, or another established private delivery service, or in person.
- iii. DEMA reserves the right to request and/or require any supporting documentation and/or information DEMA believes necessary in order to process requests for reimbursements. Subrecipient shall promptly provide DEMA with all such documents and/or information.
- iv. Quarterly Financial Expenditure reports are due:

Quarter	Period	Due
1	July 1 – September 30	October 30
2	October 1 – December 31	January 30
3	January 1- March 31	April 30
4	April 1 – June 30	September 30

- v. All reports shall be submitted by Subrecipient to the DEMA contact person as described in Part 46, NOTICES, of this Agreement.

158. **ASSIGNMENT AND DELEGATION** - Subrecipient may not assign any rights hereunder without the express, prior written agreement of both parties.

159. **AMENDMENTS** - Any change in this Agreement including but not limited to the Description of Services and budget described herein, whether by modification or supplementation, must be accomplished by a formal Agreement amendment signed and approved by and between the duly authorized representatives of Subrecipient and DEMA.

a. Any such amendment shall specify:

- i. an effective date;
- ii. increases or decreases in the amount of Subrecipient's compensation if applicable;
- iii. be titled as an "Amendment,"
- iv. Subrecipient expressly and explicitly understands and agrees that no other method of communication, including any other document, correspondence, act, or oral communication by or from any person, shall be used or construed as an amendment or modification or supplementation to this Agreement.

160. **AGREEMENT RENEWAL** - This Agreement shall not bind nor purport to bind DEMA for any contractual commitment in excess of the original Agreement period, which may not be changed except by a writing signed by all parties hereto in conformity with Paragraph 21, AMENDMENTS.

161. **RIGHT TO ASSURANCE** - If DEMA in good faith has reason to believe that Subrecipient does not intend to or is unable to perform or continue performing under this

Agreement, DEMA may demand in writing that Subrecipient give a written assurance of intent and ability to perform. If Subrecipient fails to provide written assurance within the number of days specified in the demand, DEMA at its option may terminate this Agreement.

162. **CANCELLATION FOR CONFLICT OF INTEREST** - DEMA may, by written notice to Subrecipient, immediately cancel this Agreement without penalty or further obligation pursuant to A.R.S. 38-511 if any person significantly involved in initiating, negotiating, securing, drafting or creating the Agreement on behalf of the State or its subdivisions (unit of Local Government) is an employee or agent of any other party in any capacity or a consultant to any other party to the Agreement with respect to the subject matter of the Agreement. Such cancellation shall be effective when the parties to the Agreement receive written notice from DEMA, unless the notice specifies a later time.
163. **THIRD PARTY ANTITRUST VIOLATIONS** - Subrecipient hereby assigns to the State of Arizona any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to Subrecipient toward fulfillment of this Agreement.
164. **AVAILABILITY OF FUNDS** - Every payment obligation of DEMA under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligations under A.R.S. 35-154. If the funds are not allocated and available for the continuance of this Agreement, DEMA may terminate this Agreement at the end of the period for which funds are available. No liability shall accrue to DEMA in the event this provision is exercised, and DEMA shall not be obligated or liable for any future payments or for any damages as a result of termination under this part 18, including purchases and/or contracts entered into by Subrecipient in the execution of this Agreement.
165. **FORCE MAJEURE** - If either party hereto is delayed or prevented from the performance of any act required in this Agreement by reason of acts of God, strikes, lockouts, labor disputes, civil disorder, or other causes without fault and beyond the control of the party obligated, performance of such act will be excused for the period of the delay.
166. **PARTIAL INVALIDITY** - Any term or provision of this Agreement that is hereafter declared contrary to any current or future law, order, regulation, or rule, or which is otherwise invalid, shall be deemed stricken from this Agreement without impairing the validity of the remainder of this Agreement.
167. **ARBITRATION** - In the event of any dispute arising under this Agreement, written notice of the dispute must be provided to the other party within thirty (30) calendar days of the events giving the rise to the dispute. Any claim made by or against the State or any of its political subdivisions (including but not limited to DEMA) relating to this Agreement shall be resolved through the administrative claims process. In the event A.R.S. 12-1518 applies, the parties shall proceed with arbitration as provided in that statute. The parties agree that proper venue for any litigation shall be in Maricopa County, Arizona.
168. **GOVERNING LAW AND CONTRACT INTERPRETATION**
- a. This Agreement shall be governed and interpreted in accordance with the laws of the State of Arizona.

- b. This Agreement is intended by the parties as a final and complete expression of their agreement. No course of prior dealings between the parties and no usage of the trade shall supplement or explain any terms in this document.
  - c. Either party's failure to insist on strict performance of any term or condition of the Agreement shall not be deemed a waiver of that term or condition even if the party accepting or acquiescing in the nonconforming performance knows of the nature of the performance and fails to object.
169. **ENTIRE AGREEMENT** - This Agreement and its Exhibits constitute the entire Agreement between the parties hereto pertaining to the subject matter hereof and may not be changed or added to except by a writing signed by all parties hereto in conformity with Part 30 of this Agreement; provided. All prior and contemporaneous agreements, representations, and understandings of the parties, oral, written, pertaining to the subject matter hereof, are hereby superseded or merged herein.
170. **RESTRICTIONS ON LOBBYING** - Subrecipient shall not use funds made available to it under this Agreement to pay for, influence, or seek to influence any officer or employee of a State or Federal government.
171. **LICENSING** - Subrecipient, unless otherwise exempted by law, shall obtain and maintain all licenses, permits, and authority necessary to perform those acts it is obligated to perform under this Agreement.
172. **NON-DISCRIMINATION** - Subrecipient shall comply with all State and Federal equal opportunity and non-discrimination requirements and conditions of employment, including the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), A.R.S. title 41, Chapter 9, Article 4 (A.R.S. 41-1461 et seq.), and Arizona Executive Order 2009-09.
173. **SECTARIAN REQUESTS** - Funds disbursed pursuant to this Agreement may not be expended for any sectarian purpose or activity, including sectarian worship or instruction in violation of the United States or Arizona Constitutions.
174. **ADVERTISING AND PROMOTION OF AGREEMENT** - Subrecipient shall not advertise or publish information for commercial benefit concerning this Agreement without the prior written approval of DEMA.
175. **CLOSED-CAPTIONING OF PUBLIC SERVICE ANNOUNCEMENTS** - Any television public service announcement that is produced or funded in whole or in part by Subrecipient shall include closed captioning of the verbal content of such announcement.
176. **INDEMNIFICATION** - To the extent permitted by law, each party (as indemnitor) agrees to indemnify, defend and hold harmless the other party (as indemnitee) from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as claims) arising out of bodily injury of any person (including death) or property damage, but only to the extent that such claims which result in vicarious/derivative liability to the indemnitee, and are caused by the act, omission, negligence, misconduct, or other fault of the indemnitor, its officers, officials, agents, employees, or volunteers.
177. **TERMINATION** –

- a. All parties reserve the right to terminate the Agreement in whole or in part due to the failure of Subrecipient or DEMA to comply with any term or condition of the Agreement, to acquire and maintain all required insurance policies, bonds, licenses and permits or to make satisfactory progress in performing the Agreement. The party wishing to terminate this Agreement shall provide the other party with a written thirty (30) day advance notice of the termination and the reasons for it.
  - b. If Subrecipient chooses to terminate this Agreement before the grant deliverables have been met then DEMA reserves the right to collect from Subrecipient all funds distributed by DEMA under this Agreement to Subrecipient.
  - c. DEMA may, upon termination of this Agreement, procure, on terms and in the manner that it deems appropriate, materials or services to replace those under this Agreement. Subrecipient shall be liable to DEMA for any excess costs incurred by DEMA in procuring materials or services in substitution for those due from Subrecipient.
178. **CONTINUATION OF PERFORMANCE THROUGH TERMINATION** - Subrecipient shall continue to perform, in accordance with the requirements of the Agreement, up to the date of termination, as directed in the termination notice.
179. **COUNTERPARTS** - This Agreement may be executed in any number of counterparts, copies, or duplicate originals. Each such counterpart, copy, or duplicate original shall be deemed an original, and collectively they shall constitute one Agreement.
180. **AUTHORITY TO EXECUTE THIS AGREEMENT** - Each individual executing this Agreement on behalf of Subrecipient represents and warrants that he or she is duly authorized to execute this Agreement.
181. **SPECIAL CONDITIONS** - Subrecipient acknowledges that U.S. Department of Homeland Security-Federal Emergency Management Agency and DEMA reserve a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal government purposes:
- a. the copyright in any work developed under an award to DEMA or this sub-award to Subrecipient; and
  - b. Any rights of copyright which the Subrecipient purchases ownership with Federal support. Subrecipient shall consult with DEMA regarding the allocation of any patent rights that arise from, or are purchased with, this funding.
182. **RECORD RETENTION** - The Subrecipient agrees to comply with the record-keeping requirements and other requirements of A.R.S. 35-214 and 35-215. All records shall be subject to inspection and audit by the State of Arizona at reasonable times.
183. **ADDITIONAL TERMS AND CONDITIONS** - The Subrecipients agrees to comply with the additional Terms and Conditions as described in Exhibit 45-2019 DHS Standard Terms and Conditions.
184. **NOTICES** - Any and all notices, requests, demands, or communications by either party to this Agreement, pursuant to or in connection with this Agreement shall be in writing be delivered in person or shall be sent to the respective parties at the following addresses:

Arizona Department of Emergency & Military Affairs

5636 E. McDowell Road  
Phoenix, AZ 85008

Cochise County  
1415 Melody Lane Bldg A  
Bisbee AZ 85603

Subrecipient shall address all programmatic questions and reimbursement notices relative to this Agreement to the appropriate DEMA staff contact:

**Programmatic Coordinator**  
Diane Fernandez  
[diane.fernandez@azdema.gov](mailto:diane.fernandez@azdema.gov)  
(602) 464-6268

**Fiscal Grant Coordinator**  
Wendy Bidon  
[wendy.bidon@azdema.gov](mailto:wendy.bidon@azdema.gov)  
(602) 267-2762

**IN WITNESS WHEREOF**

The parties hereto agree to execute this Agreement.

**FOR AND BEHALF OF**  
Cochise County

**FOR AND BEHALF OF**  
Arizona Dept of Emergency & Military Affairs

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Wendy Smith-Reeve, Deputy Director

\_\_\_\_\_  
Date



Douglas A. Ducey  
GOVERNOR

STATE OF ARIZONA  
DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS  
DIVISION OF EMERGENCY MANAGEMENT

5636 East McDowell Road  
Phoenix, Arizona 85008-3495  
(602) 267-2700 DSN: 853-2700



Major General Michael T. McGuire  
THE ADJUTANT GENERAL

17  
July 10, 2019

Mr. Gabriel Lavine, Director  
Cochise County Office of Emergency Services  
1415 Melody Lane Bldg G  
Bisbee, AZ 85603

RE: FFY 2019 Emergency Management Performance Grant (EMPG)  
Grant Award # DHS-19-GPD-042-09-01, CFDA # 97.042  
Conditional Letter/Award Amount: \$ 187,206.36

Dear Mr. Lavine:

The Arizona Department of Emergency & Military Affairs, Division of Emergency Management has received your completed application for the FFY 2019 Emergency Management Performance Grant (EMPG). This letter serves as your conditional Grant Award in the amount of \$ 187,206.36. The Federal Notice of Funding Opportunity (NOFO) for FFY 2019 was released on April 12, 2019. While there is no significant change in Arizona's overall award amount, total requests received exceeded available funds by approximately \$500,000. Therefore, it was necessary to make overall discretionary budget reductions. Details regarding deductions to Cochise County's application are noted in the attached documents.

Final awards will be processed once the State of Arizona receives the grant award from DHS/FEMA, and pending receipt of the items listed within the attachment. EMPG grant funds may be obligated and expended within the period of performance and in accordance with the grant guidelines, which includes a 50% Federal funds/50% Local funds cost share match on all eligible expenditures. The period of performance will be from July 1, 2019 - June 30, 2020.

All expenditures made with grant funding must adhere to all federal regulations and requirements as outlined in the EMPG Notice of Funding Opportunity and the AZDEMA FY 2019 EMPG Programmatic Guidance. Also, each grant award will be monitored for both programmatic and fiscal compliance through desk monitoring and scheduled site monitoring visits.

If you have any questions, please contact Diane Fernandez at 602-464-6268 or [diane.fernandez@azdema.gov](mailto:diane.fernandez@azdema.gov). We look forward to working with you and your staff in the coming year.

Sincerely,

Wendy Smith-Reeve  
Deputy Director, Dept. of Emergency & Military Affairs  
Director, Division of Emergency Management

Cochise County Emergency Management  
FFY 2019 Emergency Management Performance Grant (EMPG)  
Application Attachment List

The following items must be provided in order to complete your application. Please use this checklist to track all required documentation and provide it to the EMPG Program Coordinator no later than **August 30, 2019**.

Recipients that expend \$750,000 or more from all federal funding sources during the fiscal year are required to submit an organization-wide financial and compliance audit report per Subpart F of 2 C.F.R. Part 200. Failure to comply with the audit requirements, will suspend the release of federal funds until complete.

Reference C.F.R. 200.512 Single Audit reporting ending 06/30/2018: FY18.  
The FY 2018 Audit Report is verified received at the Federal Audit Clearinghouse (FAC) March 28, 2019.

Application: Provide a revised application with the following changes:

**Budget revision based on the below deductions:**

Application Request Total (Federal Share)	\$1,001,634.70
Ineligible Deductions:	\$0.00
Line Item Deductions:	\$584,220.00
Motorola Radio System Maintenance	\$271,020.00
Helicopter Maintenance	\$48,000.00
Spillman Software Maintenance	\$265,200.00
Director's Deduction:	\$43,001.97
<b>Total 2019 EMPG Deductions:</b>	<b>\$627,221.97</b>
Total 2019 EMPG Conditional Award::	\$374,412.73
<b>Total 2019 EMPG Award (Federal Share):</b>	<b>\$187,206.36</b>

- Signed copy of the Application
- Signatures on the Training Data Table

Outreach purchases

- Please refer to the Local Programmatic Guidance, page 8 for a list and examples of these costs. Prior to purchasing any items that are similar to those listed, it is recommended to contact the Program Coordinator for verification.

Grant Assurances Addendum:

- Please complete and return the attached standard assurances form.

Cochise County Emergency Management - Page 2  
FFY 2019 Emergency Management Performance Grant (EMPG)  
Application Attachment List

Time and Effort Reports:

Reports are required for each EMPG funded position for two weeks of each quarter.  
The details must be descriptive, do not use any acronyms. Specific projects and tasks must be captured in project management lifecycle tables with progress updates.

International Travel:

- International travel requires a 45 day advance request for the FEMA approval process. Cochise attends and participates in Border 2020 and Arizona/Mexico Commission meetings and events. Please submit a memo to AZDEMA requesting approval for international travel, identify the dates and locations of travel, identify who will travel, and provide supporting documentation of the event.

Allowable/Prioritized Costs: Please refer to the Local Programmatic Guidance, page 6 - 8. The allowable equipment cost categories are listed in this section.

Unallowable/Ineligible Costs: Please refer to the Local Programmatic Guidance, page 8 for a list and examples of these costs. Prior to purchasing any items that are similar to those listed, it is recommended to contact the Program Coordinator for verification.

The quarterly program activity report and the financial expenditure report and supporting documents are due to DEMA within 30 days of the end of each calendar quarter to receive reimbursement. Financial reports must have original signatures. Reports should be mailed to the following address accordingly:

Arizona Department of Emergency & Military Affairs, Division of Emergency Management  
Emergency Management Performance Grant Program  
5636 E. McDowell Rd. Phoenix, Arizona 85008

ADEM Grant Administration Section  
Diane Fernandez, EMPG Program Coord.  
Bldg. 5101 - Office E7

DEMA Resource Accounting/Finance  
Wendy Bidon, EMPG Finance Coord.  
Bldg 5800