Cochise County
Board of Supervisors

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

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

KIM LEMONS
Clerk of the Board

AGENDA FOR REGULAR BOARD MEETING
TUESDAY, JUNE 9, 2020 AT 10:15 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.

Due to health concerns related to COVID-19, the Board has suspended public group access to conference rooms located in County buildings. Members of the public who wish to attend these meetings remotely can call 602-609-7513 or 888-680-6714, Conference ID 678 557 59#. If you have trouble accessing this meeting remotely, call 520-432-9200 for direction. To comment on an agenda item, email the Clerk of the Board at board@cochise.az.gov by 5 p.m. the day before the meeting. Please include the date of the meeting and the agenda item number.

Call to the public will be suspended during the public health emergency, but comments submitted ahead of public hearings on specific agenda items will be read during the meeting.

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.

PRESENTATION

Presentation by Ms. Krist-Anah Watkins, Mental Health Coordinator, on the Giving Recovery a Chance (GRACE) program.	-- No Action Taken

CONSENT

Board of Supervisors

1.	Approve the Minutes of the regular meeting of the Board of Supervisors of May 19, 2020.	-- Approved
2.	Approve License and Access Agreement between the County and City of Douglas for Communications Tower and other equipment, located at 661 G. Avenue, Douglas, Arizona, and Deed to the City for two parcels adjacent to 661 G Avenue.	-- Approved
3.	Approve a contract with the Arizona State Board of Equalization for hearing officer services from June 9, 2020, through February 28, 2021.	-- Approved

Finance

4.	Approve demands and budget amendments for operating transfers.	-- Approved

Human Resources

5.	Approve Merit Commission member appointments for Mary Gomez, Jennifer Ryan, and James Vlahovich, effective March 22, 2020 through March 21, 2024.	-- Approved

Juvenile Probation

6.	Adopt Resolution 20-03 to approve Fiscal Year 2020-2021 Family Counseling funding agreement as provided by the Arizona Supreme Court, Administrative Office of the Courts (AOC), in the amount of $12,583 and the required $3,146 matching funds, effective July 1, 2020 through June 30, 2021.	-- Approved
7.	Approve Fiscal Year 2019-2020 Juvenile Probation Title IV-E funding agreement provided by the Arizona Supreme Court, Administrative Office of the Courts (AOC), in the amount of $18,586.61, effective July 1, 2019 through June 30, 2020.	-- Approved

Workforce Development

8.	Approve appointment of Ms. Jelensky Irons to the Local Workforce Development Board to fill an unexpired term, effective immediately through June, 30, 2024.	-- Approved

PUBLIC HEARINGS

Board of Supervisors

9.	Approve a Series #12 (Restaurant) new liquor license application submitted by Mr. Ricardo Aguirre, for Ricardo's Restaurant & Lounge, located at 7196 S. Hwy. 92, Hereford, AZ 85615.	-- Approved

10. Approve a Series #12 (Restaurant) new liquor license application submitted by Mr. Bobby Eugene Douglas, for Dusty's Chuckwagon Grill & Saloon, located at 13510 S. Highway 191, Elfrida, AZ 85625. -- Approved

Development Services

11. Adopt Zoning Ordinance 20-10 to approve Docket R-20-03 (Mailed Notification), an amendment to the Cochise County Zoning Regulations, Article 17, Administration and Article 22, Amendments. -- Approved

ACTION

Emergency Services

12. Approve the designation of Mr. Gabriel Lavine, Emergency Management Director, as Applicant Agent for Federal Emergency Management Agency (FEMA) Public Assistance Grant; this supersedes the April 21, 2020 approval. -- Approved

Facilities

13. Approve contract with Progressive Roofing for roofing services, under Mohave County Cooperative Contract #18R-PRO-0418, at the Bisbee County Administrative Building located at 4 Ledge Avenue in Bisbee, Arizona, in the amount of $89,791.29, effective June 9, 2020. -- Approved

Health & Social Services

14. Approve Contract #ADHS 18-180472, Amendment #2, Arizona Prescription Drug Overdose Prevention Program, between the Arizona Department of Health Services and Cochise Health & Social Services, in the amount of $470,720, effective July 1, 2020 through June 20, 2021. -- Approved

15. Approve renewal of Child Care Health Consulting Contract #GRA-STATE-19-0968-01-Y2, between First Things First and Cochise Health & Social Services, in the amount of $88,920, effective July 1, 2020 through June 30, 2021. -- Approved

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 Cochise County ADA Coordinator, ADACoordinator@cochise.az.gov, (520) 432-9830, TDD (520) 432-8360, 1415 Melody Lane, Building C, Bisbee, AZ 85603.

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

Presentations / Special Events

Regular Board of Supervisors Meeting **Board of Supervisors**

Meeting Date:	06/09/2020		
Presentation of (GRACE) program			
Submitted By:	Melissa Tucker, 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:	Krist-Anah Watkins	**TITLE of PRESENTER:**	GRACE Program Mental Health Coordinator
Mandated Function?:	Not Mandated	**Source of Mandate or Basis for Support?:**	

Docket Number (If applicable):

Information

Agenda Item Text:

Presentation by Ms. Krist-Anah Watkins, Mental Health Coordinator, on the Giving Recovery a Chance (GRACE) program.

Background:

na

Department's Next Steps (if approved):

na

Impact of NOT Approving/Alternatives:

na

To BOS Staff: Document Disposition/Follow-Up:

na

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

Presentation

GRACe

GIVING RECOVERY A CHANCE.

What is the GRACe Program

- The GRACe program is an alternative to traditional prosecution for defendants who are afflicted by a Mental Health Issue.

How does it work?

- Defendants who participate in the GRACe Program will be connected to appropriate services. Once the defendant has successfully completed their treatment plan (as determined by a medical or mental health professional) their case(s) will be dismissed.

Q. What is the target population of the GRACe program?

GRACe is a program intended primarily for heavy users of the criminal justice system whose mental health problems potentially affect their ability to meaningfully assist in their own defense and otherwise complicate their daily lives.

Specifically, those who are Seriously Mentally Ill

Goals



REDUCTION IN COST IN THE AREAS OF INCARCERATION, PROSECUTION, DEFENSE, AND COURT COSTS, PARTICULARLY RULE 11



REDUCE RECIDIVISM



INCREASE COMMUNITY SAFETY



IMPROVE LIVES!



REDUCE COST IN THE AREAS OF INCARCERATION, PROSECUTION, DEFENSE, COURT COSTS; PARTICULARLY RULE 11



Reduce recidivism



Increase community safety



Improve Lives!

How we are helping to improve lives?

Individuals with untreated mental health problems may also:

- Have frequent interaction with law enforcement and the criminal justice system
- Have trouble finding work
- Have trouble acquiring and maintaining adequate housing
- Struggle with alcohol and drug abuse
- Are often in jail for an extended period of time



Break the cycle.



Missing Pieces

Participants may not have a copy of their:

- Birth Certificate
- Social Security Card
- Drivers License



Community Partners:

- MENTAL HEALTH AGENCIES
- LOCAL SHELTERS
- CANYON VISTA 4TH FLOOR
- COCHISE COUNTY SHERIFF'S OFFICE



Challenges



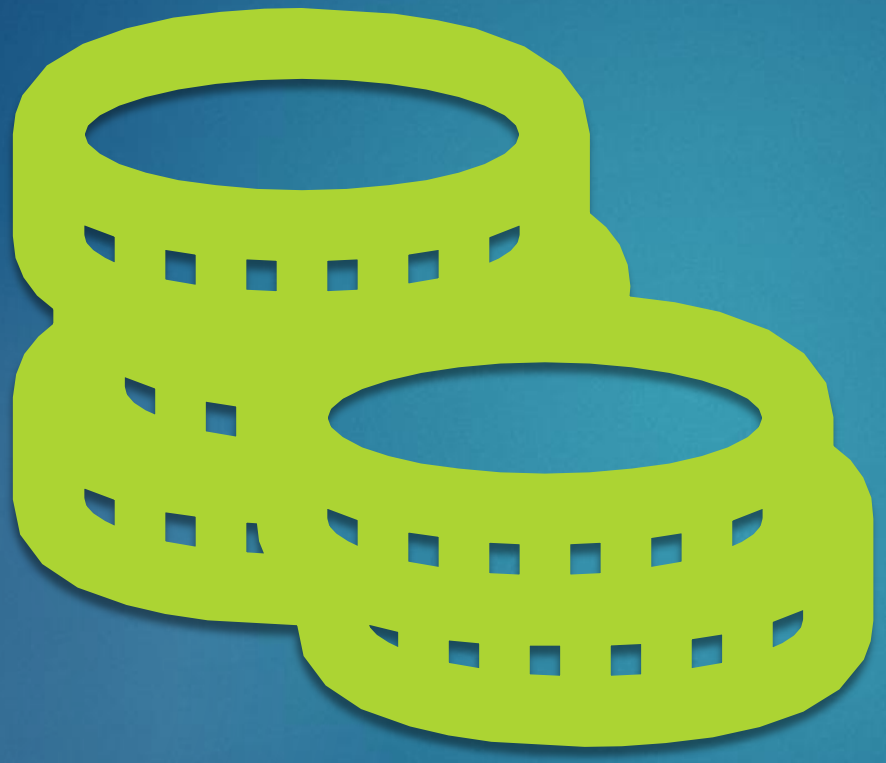
Successes



Goals



Team Members



Savings

DEFENDANT		Title 36	Rule 11	Previous RTC	Estimated Evaluation Saving	Actual RTC Savings	Estimated RTC Savings
	Grace 001				$1,000.00		$39,000.00
	Grace 002		Current		$1,000.00	$39,000.00	
	Grace 003	Previous	Current		$500.00		$39,000.00
	Grace 004				$1,000.00		$39,000.00
	Grace 005	Previous			$1,000.00		$39,000.00
	Grace 006	Previous			$1,000.00		$39,000.00
	Grace 007			Previous	$1,000.00		
	Grace 008				$1,000.00		$39,000.00
	Grace 009				$1,000.00		$39,000.00
					$27,500.00	$ 354,900.00	$663,000.00
				Total Estimated Savings		**$1,045,400.00**	

Estimated Savings

DEFENDANT		Title 36	Rule 11	Previous RTC	Estimated Evaluation Saving	Actual RTC Savings	Estimated RTC Savings
	Grace 001						$15,000.00
	Grace 002		Current			$15,000.00	
	Grace 003	Previous	Current				$15,000.00
	Grace 004						$15,000.00
	Grace 005	Previous					$15,000.00
	Grace 006	Previous					$15,000.00
	Grace 007			Previous		$15,000.00	
	Grace 008						$15,000.00
	Grace 009						$15,000.00
					$0.00	$ 90,000.00	$330,000.00
				Total Estimated Savings		**$420,000.00**	

Estimated Savings

What does it cost to participate?

- GRACe is a program provide by the County Attorney's Office and is 100 % free of cost to the participants.



Stats

- 36 defendants have been accepted into the GRACe program.
- 08 participants have successfully graduated. Of the eight, we can report that as of today's date none have re-offended.
- 04 more are scheduled to successfully graduate this month.
- 11 referrals were submitted in May.
- 17 participants are being assisted with obtaining a driver's license / or identification, social security card, or a birth certificate.
- 02 participants are veterans.
- 05 participants are being assisted with long term housing.
- 05 people have been diagnosed or seen a mental health provider for the first time, because of the GRACe program.

Thank you!

Questions?



FIN

Consent 1.

Regular Board of Supervisors Meeting **Board of Supervisors**

Meeting Date:	06/09/2020		
Minutes			
Submitted By:	Amy Langer, Board of Supervisors		
Department:	Board of Supervisors		
Presentation:	No A/V Presentation	**Recommendation:**	
Document Signatures:		**# of ORIGINALS Submitted for Signature:**	
NAME of PRESENTER:	n/a	**TITLE of PRESENTER:**	n/a
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 May 19, 2020.

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

Demands
Minutes
Demands

Demands 05/14/20
Date Range 05/01/20-05/18/20
Warrant Range 40319 - 40563

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40320	05/07/20	Amazon.com LLC	831.18
40320	05/07/20	Amazon.com LLC	247.82
40320	05/07/20	Amazon.com LLC	1,025.31
40321	05/07/20	Anderson, Steven James	250.00
40322	05/07/20	Arizona Department of Transportation	1,382.19
40323	05/07/20	Arizona Machinery Company, LLC dba Stotz Equipment	918.83
40324	05/07/20	Arizona Public Service - APS	583.68
40325	05/07/20	Arizona State Prison Complex	655.48
40326	05/07/20	Arizona State Treasurer	184,563.00
40327	05/07/20	Arizona Supreme Court	5,500.00
40328	05/07/20	Arizona Water Company	2,088.72
40329	05/07/20	Athens Technical Specialists, Inc. (ATSI)	95,809.67
40330	05/07/20	Axon Enterprise, Inc.	109,068.46
40331	05/07/20	Bank of America	94,866.53
40332	05/07/20	Benson, City of	44.95
40333	05/07/20	Bisbee Napa	1,031.55
40333	05/07/20	Bisbee Napa	221.03
40334	05/07/20	Bob Barker Company, Inc.	1,641.17
40335	05/07/20	Bowie Water Improvement District	90.96
40336	05/07/20	Catholic Community Services Southern Arizona, Inc.	523.86
40337	05/07/20	CenturyLink Communications	0.02
40338	05/07/20	CenturyLink Communications	310.76
40338	05/07/20	CenturyLink Communications	104.79
40338	05/07/20	CenturyLink Communications	69.53
40338	05/07/20	CenturyLink Communications	172.99
40339	05/07/20	Cintas Corporation No. 445	929.50
40339	05/07/20	Cintas Corporation No. 445	346.95

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40340	05/07/20	City of Willcox Animal Shelter	19,392.50
40341	05/07/20	Clarke, Chris	100.00
40342	05/07/20	Cochise Family Advocacy Center	7,100.00
40343	05/07/20	Cochise Private Industry Council, Inc.	43,246.00
40344	05/07/20	Complete Aviation Fuel Systems	2,262.30
40345	05/07/20	Concentra Medical Centers	188.50
40346	05/07/20	CRM of America LLC	4,217.73
40347	05/07/20	Culligan of Tucson	179.79
40347	05/07/20	Culligan of Tucson	36.79
40348	05/07/20	Del's Tire Company	17.99
40349	05/07/20	Dell Marketing LP	5,648.48
40350	05/07/20	Deneke, Buffy	467.60
40351	05/07/20	Douglas, City of	26.34
40352	05/07/20	Durham Communications, Inc.	596.28
40352	05/07/20	Durham Communications, Inc.	596.28
40353	05/07/20	Elfrida Water Improvement District	32.78
40354	05/07/20	Empire Southwest LLC	2,940.44
40355	05/07/20	English, Ann S.	88.17
40356	05/07/20	Environmental Systems Research Institute, Inc ESRI	17,494.59
40357	05/07/20	SONIA ODESSA GAMEZ	33.60
40358	05/07/20	GM Propane	900.55
40359	05/07/20	Hodges Glass Co Inc	1,588.00
40360	05/07/20	Honeman, Van G.	158.00
40361	05/07/20	Interstate Battery	9.12
40362	05/07/20	Lawley Motors LLC	6,663.91
40363	05/07/20	Lawley's Team Ford Kia	222.91
40364	05/07/20	Mack's Auto Parts Inc	816.96
40365	05/07/20	Merle's Automotive Supply	418.35
40366	05/07/20	Nyander, Penny Sue	381.00
40367	05/07/20	OCLC Online Computer Library Center, Inc.	648.76

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40367	05/07/20	OCLC Online Computer Library Center, Inc.	214.76
40368	05/07/20	OverDrive, Inc.	654.81
40369	05/07/20	Pitney Bowes, Inc.	111.78
40370	05/07/20	Pneu-Dart, Inc.	5,644.63
40371	05/07/20	PrevenTronics	13,475.25
40372	05/07/20	ProForce Law Enforcement	3,122.44
40372	05/07/20	ProForce Law Enforcement	346.94
40373	05/07/20	Prudential Overall Supply	162.03
40373	05/07/20	Prudential Overall Supply	127.04
40374	05/07/20	Purcell Tire & Rubber Company	12,730.09
40375	05/07/20	RevolutionaryText, LLC	21,627.20
40376	05/07/20	Runbeck Election Services Inc.	3,279.84
40377	05/07/20	RWC Group	6,000.21
40378	05/07/20	Safelite Autoglass Corp.	343.29
40378	05/07/20	Safelite Autoglass Corp.	39.95
40379	05/07/20	Schlesinger, Aaron	106.40
40380	05/07/20	Senergy Petroleum LLC	10,647.36
40381	05/07/20	Senergy Petroleum LLC	4,877.40
40382	05/07/20	Servicemaster Commercial Cleaning Services, LLC	1,845.00
40383	05/07/20	SIERRA VISTA JUSTICE COURT	171.00
40384	05/07/20	Sierra Vista NAPA	434.27
40385	05/07/20	Southwest Disposal LC	131.25
40386	05/07/20	Southwest Gas Corporation	1,055.39
40387	05/07/20	Sparkletts	56.39
40387	05/07/20	Sparkletts	79.87
40387	05/07/20	Sparkletts	10.60
40388	05/07/20	Stericycle Inc.	258.18
40389	05/07/20	Streitfeld, Stephen V. MD PC	500.00
40390	05/07/20	Sulphur Springs Valley Electric Cooperative, Inc.	530.37
40390	05/07/20	Sulphur Springs Valley Electric Cooperative, Inc.	155.90

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40391	05/07/20	Sune D14 Misc-A Holdings, LLC	10,826.02
40392	05/07/20	The Bisbee Observer LLC	45.00
40393	05/07/20	Thomson West	122.53
40394	05/07/20	Tim's Wrecker Service	400.00
40395	05/07/20	TransUnion Risk and Alternative Data Solutions	54.80
40396	05/07/20	Trinity Services Group, Inc.	4,523.73
40396	05/07/20	Trinity Services Group, Inc.	41,031.10
40397	05/07/20	UniFirst Corporation	153.28
40398	05/07/20	Valley Telephone Cooperative, Inc.	35.99
40399	05/07/20	Verizon Wireless	5,977.42
40399	05/07/20	Verizon Wireless	264.91
40399	05/07/20	Verizon Wireless	113.36
40399	05/07/20	Verizon Wireless	591.20
40400	05/07/20	Vulcan Materials	1,862.90
40401	05/07/20	W W Grainger Inc	404.57
40402	05/07/20	W. R. Ryan Company	1,816.67
40403	05/07/20	Waste Management of Arizona, Inc.	183.70
40403	05/07/20	Waste Management of Arizona, Inc.	454.91
40404	05/07/20	Watson Chevrolet Inc	1,229.27
40405	05/07/20	Waxie Sanitary Supply	1,046.55
40405	05/07/20	Waxie Sanitary Supply	1,478.45
40406	05/07/20	West Press	1,256.41
40407	05/07/20	Western Emulsion, Inc	89,808.02
40408	05/07/20	Wick Communications	37.00
40409	05/07/20	Willcox, City of	1,411.78
40409	05/07/20	Willcox, City of	141.58
40410	05/07/20	Hopper Jr., Albert N	1,000.00
40411	05/07/20	Trachtman, Sean	1,032.50
40412	05/07/20	Adam, Connie	8.40
40413	05/07/20	Border Mart	35.37

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40414	05/07/20	Bradshaw, Dianna M	926.62
40415	05/07/20	JESSICA CLEVENGER	47.48
40416	05/07/20	Cochise County Highway & Floodplain Department	16.81
40417	05/07/20	Farmers Insurance	25.00
40418	05/07/20	Fields, Pierre	100.00
40419	05/07/20	Figueroa, Raymond	50.00
40420	05/07/20	HECTOR MARQUEZ	130.00
40421	05/07/20	Alistar McEwan	25.00
40422	05/07/20	Newell, Daniel	4,500.00
40423	05/07/20	MARIA J. QUIROZ	97.00
40424	05/07/20	Aubrey Stram	50.00
40425	05/07/20	JOAQUIN VALENCIA	21.01
40426	05/07/20	AFLAC	15,755.88
40427	05/07/20	Cochise County/Sheakley/National Bank	4,279.22
40428	05/12/20	Arizona Department of Administration-Risk Managemt	5,311.21
40429	05/12/20	Arizona State Retirement System	212.35
40430	05/15/20	A+ Language Services	46.00
40431	05/15/20	Alex Espinosa's Bisbee Funeral Home	1,826.00
40432	05/15/20	Amazon.com LLC	260.73
40433	05/15/20	APAAC- AZ Prosecuting Attorneys' Advisory Council	1,600.00
40434	05/15/20	Arizona Comfort Systems Heating & Cooling	8,101.74
40435	05/15/20	Arizona Machinery Company, LLC dba Stotz Equipment	70.15
40436	05/15/20	Arizona Police Psychology, PLLC	75.00
40437	05/15/20	Arizona Public Service - APS	5,026.27
40438	05/15/20	Arizona State Land Department	887.88
40439	05/15/20	Arizona Supreme Court	4,320.00
40440	05/15/20	Arizona Water Company	69.48
40441	05/15/20	Azam, Syed T.	1,250.00
40442	05/15/20	B & D Lumber and Hardware	39.33
40443	05/15/20	Baker & Taylor, LLC	4,316.23

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40444	05/15/20	Banales, Paul	485.00
40445	05/15/20	Banner-University Physicians Healthcare, Inc.	500.00
40446	05/15/20	Benjamin Supply Inc.	366.46
40447	05/15/20	Benson Hospital Corporation	115.00
40448	05/15/20	Benson, City of	374.44
40449	05/15/20	Bisbee NAPA	492.34
40450	05/15/20	Blackstone Audio, Inc.	298.72
40451	05/15/20	Bowie Water Improvement District	55.48
40452	05/15/20	Bug-Wiser Exterminating, Inc.	1,035.00
40453	05/15/20	Cable One dba Sparklight	574.81
40454	05/15/20	Canyon State Wireless Inc.	8,237.44
40455	05/15/20	Canyon Vista Medical Center	90.00
40456	05/15/20	Cardinal Health Inc.	135.48
40457	05/15/20	Center for Disease Detection, LLC	307.00
40458	05/15/20	CenturyLink Communications	540.63
40459	05/15/20	Chambers , Mark J.	4,200.00
40460	05/15/20	Cintas Corporation No. 445	836.38
40461	05/15/20	City of Bisbee	7,446.51
40462	05/15/20	Cochise County Farmers Association	523.61
40463	05/15/20	Cochise Supplies, Inc.	28.02
40464	05/15/20	Community Bridges, Inc.	23,250.00
40465	05/15/20	Copygraphix Inc.	21,226.68
40466	05/15/20	COX Communication Arizona, LLC	327.54
40467	05/15/20	Crawford Supply Co	84.48
40468	05/15/20	CRM of America LLC	3,275.63
40469	05/15/20	Culligan of Tucson	233.62
40470	05/15/20	Culligan of Tucson	289.11
40471	05/15/20	CureMD.com, Inc.	305.00
40472	05/15/20	Deneke, Buffy	673.00
40473	05/15/20	Dominion Environmental Consultants, Inc.	13,541.00

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40474	05/15/20	Douglas, City of	338.52
40475	05/15/20	Empire Southwest LLC	777.41
40476	05/15/20	ExhibitOne Corporation	37,690.00
40477	05/15/20	Federal Express Corporation	17.51
40478	05/15/20	Fry Fire District	705.28
40479	05/15/20	Goodmans, Inc.	84,254.89
40480	05/15/20	Griffith, David Bruce	1,685.00
40481	05/15/20	Hatfield Funeral Home	640.00
40482	05/15/20	Honeman, Van G.	289.10
40483	05/15/20	International Chemtex Corporation	737.00
40484	05/15/20	Interstate Battery	94.74
40485	05/15/20	IronHawk Elevator LLC	1,137.00
40486	05/15/20	Jellison Law Offices, PLLC	157.50
40487	05/15/20	Jensen's Sierra Vista Mortuary	1,290.00
40488	05/15/20	KE&G Construction Inc.	85,528.15
40489	05/15/20	KE&G Construction Inc.	736.85
40490	05/15/20	Keefe Commissary Network, LLC	9,120.50
40491	05/15/20	Kids at Hope	196.00
40492	05/15/20	Laboratory Corporation of America	70.00
40493	05/15/20	Language Line Services, Inc.	27.06
40494	05/15/20	Law Office of Janelle A. McEachern	1,275.00
40495	05/15/20	Law Office of Joan M Sacramento	2,500.00
40496	05/15/20	Law Office of John A MacKinnon, PLLC	250.00
40497	05/15/20	Legend Technical Services of Arizona, Inc.	32.00
40498	05/15/20	McCoys Septic Services LLC	700.00
40499	05/15/20	Mindful Lactation	360.00
40500	05/15/20	Morgan, J. Michael Ph. D.	295.00
40501	05/15/20	Northern Cochise Community Hospital, Inc.	158.08
40502	05/15/20	Office Depot	1,303.19
40503	05/15/20	Olivares, Veronica	20.00

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40504	05/15/20	OverDrive, Inc.	370.95
40505	05/15/20	Porta-Pot	750.75
40506	05/15/20	PRECISION DYNAMICS CORP. DBA PDC-IDENTICARD	915.16
40507	05/15/20	Prudential Overall Supply	168.55
40508	05/15/20	PTS-Prisoner Transportation Services America LLC	6,717.00
40509	05/15/20	Purcell Tire & Rubber Company	3,550.52
40510	05/15/20	RevolutionaryText, LLC	20,448.00
40511	05/15/20	Richardsons Remembrance Center	750.00
40512	05/15/20	Riggs, Karen C.	1,890.00
40513	05/15/20	Rothrock Investigations, LLC	633.75
40514	05/15/20	Rutherford Diversified Ind.	27,010.00
40515	05/15/20	RWC Group	5,467.59
40516	05/15/20	Salinas, Rufino	195.00
40517	05/15/20	Sanofi Pasteur	631.95
40518	05/15/20	Schiff, Laurence	2,800.00
40519	05/15/20	Schlesinger, Aaron	574.20
40520	05/15/20	Schlievert, Scott W.	1,500.00
40521	05/15/20	Senergy Petroleum LLC	8,718.70
40522	05/15/20	Sierra Vista NAPA	117.54
40523	05/15/20	Southwest Disposal LC	131.25
40524	05/15/20	Southwest Gas Corporation	8,499.23
40525	05/15/20	Stantec Consulting Services, Inc.	33,940.75
40526	05/15/20	Stericycle Inc.	1,190.55
40527	05/15/20	Sulphur Springs Valley Electric Cooperative, Inc.	5,772.43
40528	05/15/20	The Bisbee Observer LLC	343.37
40529	05/15/20	The Law Offices of Harriette P Levitt, PLLC	925.00
40530	05/15/20	The W Law Firm PLLC	22,064.70
40531	05/15/20	Thomson West	289.74
40532	05/15/20	Thomson West	486.68
40533	05/15/20	Titan Machinery Inc.	582.64

WARRANT #	CHECK DATE	VENDOR NAME	AMOUNT
40534	05/15/20	Trane U.S. Inc.	845.00
40535	05/15/20	UniFirst Corporation	153.28
40536	05/15/20	University of Arizona	28,953.25
40537	05/15/20	Valley Telephone Cooperative, Inc.	729.18
40538	05/15/20	VCA Apache Animal Hospital	15.24
40539	05/15/20	Verizon Wireless	5,186.10
40540	05/15/20	Waste Management of Arizona, Inc.	594.32
40541	05/15/20	Waxie Sanitary Supply	1,137.97
40542	05/15/20	WEST Consultants, Inc.	5,748.99
40543	05/15/20	Western Emulsion, Inc	64,113.07
40544	05/15/20	Westlawn Chapel & Mortuary	1,614.50
40545	05/15/20	Wick Communications	100.92
40546	05/15/20	Wick Communications	4,863.12
40547	05/15/20	Wick Communications	169.66
40548	05/15/20	Willcox, City of	551.25
40549	05/15/20	WIST Office Products Co	664.32
40550	05/15/20	Guardian Tax AZ LLC	35.26
40551	05/15/20	Quality Carpet & Tile	3,396.52
40552	05/15/20	Trachtman, Sean	1,225.00
40553	05/15/20	Traywick, Catherine Lynn	608.39
40554	05/15/20	Berean Academy	68.95
40555	05/15/20	de Moreno, Maria G. Lopez	800.00
40556	05/15/20	Diaz , Ana	8.40
40557	05/15/20	Grajeda, Edward	75.00
40558	05/15/20	Rivera , Claudia Susana	25.00
40559	05/15/20	Rojas , Steven	42.02
40560	05/15/20	Sierra Vista Police Department	63.04
40561	05/15/20	Sierra Vista Unified School District No. 68	65.01
40562	05/15/20	Walmart	21.01
40563	05/18/20	U S Postal Service	7,785.80

PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
REGULAR MEETING HELD ON
TUESDAY, MAY 19, 2020

A regular board meeting of the Cochise County Board of Supervisors was held on Tuesday, May 19, 2020 at 10:15 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, telephonic
Staff Present:	Edward T. Gilligan, County Administrator; Sharon Gilman, Associate County Administrator; Christine Roberts, Chief Civil Deputy County Attorney; Kim Lemons, Clerk of the Board; Amanda Baillie, Public Information Officer

Chairman Borer called the meeting to order at 10:22 a.m.

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

PLEDGE OF ALLEGIANCE

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

CONSENT

Board of Supervisors

1. Approve the Minutes of the regular meeting of the Board of Supervisors of May 5, 2020.

County Attorney

2. Approve the proposed settlement of the Small Tax Appeal in Lewis Benson Properties, LLC v. Cochise County, ST2019-000174, now pending in Arizona Tax Court, a division of the Superior Court of and for Maricopa County.

Court Administration

3. Approve reappointment of Superior Court Judge Pro Tempore, Terry Bannon, pursuant to ARS 12-141 and ARS 8-231 and authorize Court Administration to call upon an appropriately appointed Superior Court Judge Pro Tempore from another county in extenuating circumstances pursuant to ARS 12-144, effective July 1, 2020 through June 30, 2021.

4. Approve the appointment of Candyce Pardee to serve as Superior Court Pro Tempore, on a part-time basis pursuant to ARS 12-141 and ARS 8-231 and authorize Court Administration to call upon an appropriately appointed Superior Court Judge Pro Tempore from another county in extenuating circumstances pursuant to ARS 12-144, effective July 1, 2020 through June 30, 2021.

5. Approve the appointment of Justice of the Peace, Patrick Call, to serve as Juvenile Hearing Officer, authorized under ARS 8-323, effective May 19, 2020.

6. Approve reappointment of Justice Court Precinct Five Pro Tempore, Gary W. Ramaeker, and the reappointment of Gerald F. Till, Paul Julien, Nathaniel Scott Redmon, C.J. Garan, Michael Skiles, and Pamela Housh as county-wide Justice of the Peace Pro Tempores for emergency or temporary coverage, both pursuant to ARS 22-121; and approve authorization to call upon an appropriately appointed Justice of the Peace Pro Tempore from another county in extenuating circumstances pursuant to ARS 22-122, effective July 1, 2020 through June, 30, 2021.

Finance

7. Approve demands and budget amendments for operating transfers.

   Vice-Chairman English made a motion to approve items 1-7 on the consent agenda. Supervisor Judd seconded the motion and it carried unanimously.

PUBLIC HEARINGS

Board of Supervisors

8. Approve a Series #10 (Beer & Wine Store) new liquor license application submitted by Ms.Teresa Linette Trovato, for Dollar General Store #20512, located at 306 N. Mescal Road, Benson, AZ 85602.

   Ms. Kim Lemons, Clerk of the Board, presented this item. Ms. Lemons said this application had been reviewed and recommended for approval by the appropriate departments; property taxes for the parcel were current; there had been no formal protests and the applicant paid the $100.00 processing fee. Board staff recommended approval.

   Chairman Borer opened the public hearing and asked the Clerk if she received any comments regarding this public hearing and Ms. Lemons stated there was none.

   Chairman Borer closed the Public Hearing.

   Supervisor Judd moved to approve a Series #10 (Beer & Wine Store) new liquor license application submitted by Ms.Teresa Linette Trovato, for Dollar General Store #20512, located at 306 N. Mescal Road, Benson, AZ 85602. Vice-Chairman English seconded the motion.

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

ACTION

Chairman Borer stated item 9 would be heard after item 14.

9. Sitting as the Cochise County Board of Equalization, the Board of Supervisors will uphold or amend the Assessor's decision for the Taxpayer Notice of Claim for 120-23-005, multiple parcels (Mr. George Hadanich, Gateway of Light).

   Mr. Leiendecker, County Assessor, presented this item. Mr. Leiendecker said this is a Notice of Claim appeal filed based on an error on two specific properties involving six individual land parcels. He described the property locations, their operations, and full cash values. Both properties are located near the entrance of Cochise Stronghold in the foothills of the Dragoon Mountains. Both properties were purchased by Mr. George Hadanich in 2016 and in December 2017, for one dollar, transferred into the Gateway of Light Inc., a non-profit religious corporation created on December 1, 2017 in the State of Washington with Mr. Hadanich identified as the President of this corporation. An exemption affidavit was filed in 2019 by the law firm DeConcini McDonald Yetwin & Lacy on behalf of Gateway of Light Corporation for all eight parcels. Mr. Peter Champoux was listed as the contact person on the exemption affidavit. The County Assessor's Office made an appointment, physically inspected all properties in question, and determined the properties did not meet the exemption requirements for religious purposes. Mr. Leiendecker listed those requirements and criteria: Property must be titled in the name of a not-for-profit entity; Property must be used primarily for religious worship; Exemption affidavit must be filed with the County Assessor; Property tax exemptions are not favored and will be construed in favor of payment of taxes; Laws exempting property from taxation are to be strictly construed; The presumption is against exemption and every ambiguity will be construed against it. In response to the attorney, based on the physical review and in-depth interview with Reverend Champoux, the decision was made by the Assessor's Office to deny appeal with no error identified.

   Mr. Leiendecker continued and said that after-the-fact Mr. Hadanich provided additional information, conflicting with what was initially provided to the Assessor, that did not identify an error.

   Vice-Chairman English said based on the criteria, no error was made. Mr. Hanadich did not like the decision and is looking for a way to change it and this is not the methodology for that. To change, Mr. Hanadich would need to provide records, membership information, etc. to show it is an active religious organization. Vice-Chairman English did not see that the Assessor had made any error.

   Supervisor Judd said that the Board of Equalization is a quasi-judicial board and has been advised to recuse herself and she chooses to do so and will not vote today. She apologized for the position she had to take.

   Mr. Hadanich said he felt his mission, and that of all the members in the Gateway of Light community, is God's divine plan to bring togetherness, love, and help to the area. He said this process has been going on for some time and Mr. Leiendecker's statement and information provided are a violation of the first amendment, and federal and state laws. He said he received a packet of information via email at 3:00 pm yesterday with defamatory statements from the Assessor and a former subcontractor, Mr. Nikholas Thomas. He talked about the character of a former employee and his comments and connection to the Gateway of Light. He refuted comments and acquisitions made. He did not think it was right to receive the additional information at 3:00 pm the day before the hearing without any time to get notarized statements from certain individuals on behalf of the Gateway of Light. He thinks Supervisor Judd was forced to recuse herself. The question for the Board is the legal definition of this religious organization. He did not understand why the Diamond Mountain Resort and other religious organizations had received the exemption. He spoke of the

separation of church and state, checks and other papers previously submitted, corporate papers and registrations which support their case. Historically, religious organizations were exempt because of the benefit brought to the community. He spoke of a shift of consciousness in the world and a move from the darkness through the light of God. The Gateway of Light community has dedicated its life to helping people in a holistic approach.

Chairman Borer asked if Mr. Hadanich could be more specific about the error in the claim.

Mr. Hadanich spoke of a letter that Mr. Leiendecker wrote claiming that Mr. Champoux was not qualified and questioning the Gateway of Life services and the length of time Mr. Hadanich lived at the property each year. He said the Assessor called them fraudulent and a bunch of fakes. He spoke of a W-2 that was submitted and a letter in response. Mr. Hadanich said the Board had a copy of both letters.

Chairman Borer asked Mr. Hanadich to pause and asked if Mr. Leiendecker had anything to add.

Mr. Leiendecker said his closing direction to the Board concerned the attorney Mr. James Sasa. Mr. Sasa contacted Mr. Hadanich and the corporation, and agreed with the Assessor's Office, directing the corporation in the future to follow guidelines and provide documentation, stating he could not defend the property on an exemption basis. Mr. Leiendecker asked the Board to consider the facts and said he stands behind his letter to the attorney and denial of exemption.

Chairman Borer asked after the Board action today what is the next action Mr. Hadanich could take. Mr. Leiendecker said a legal tax court appeal is available.

Mr. Hadanich wanted to finish his statement. He spoke of Mr. Sasa and his direction, and said he addressed all the comments from the Assessor. He brought up other religious organizations' exemptions and rebuttals to previous letters. He said they submitted facts and documents in their defense and violations of their rights. He said we have prayed for Mr. Leiendecker and he believes the Gateway of Light is here for guidance and service to others, not to take advantage of others. All the Assessor's criteria have been met. Supervisor Judd can verify their position. Mr. Hadanich said he is not the owner of the non-profit. He asked the Board to consider their facts that refutee the Assessor's points.

Chairman Borer asked that Mr. Leiendecker restate the rules the Assessor's office has to follow.

Mr. Leiendecker restated the criteria stated earlier and reiterated the facts he presented with additional details concerning the testimony with Mr. Champoux and the public's access to the property. There was no clear documentation submitted to prove exemption.

Chairman Borer said the Board had 100+ documents from the Assessor, and the documents submitted by Mr. Hadanich, and asked if Mr. Hadanich had anything else to add.

Mr. Hadanich refuted points made by the Assessor and spoke again of the four-page letter.

Chairman Borer said the Board had reviewed the letter and there is ambiguity between it and the interview with Mr. Champoux which the Board was ready to address.

Mr. Champoux spoke and said he was misquoted by Mr. Leiendecker and statements were taken out of context.

Note: Mr. Champoux's connection was not good and his statements were not clear.

Chairman Borer asked Mr.Champoux if he did not state what had previously been noted.

Mr. Champoux said he was the only person at the property when the Assessor's office inspected and that he was not an official agent for the organization and was unaware of the various nuances of the organization at the time. He said he was the contact person acting as a tour guide but not to represent written documentation. He had no knowledge of those things because of lack of involvement with the organization. He said the property was closed because of construction.

Vice-Chairman English said she had reviewed and read all the information. The Board of Equalization must look at the Arizona laws to see if they have been followed by the Assessor in making the decisions. After consideration of today's statements there is a lot of ambiguity and Arizona laws want you to pay taxes unless you can prove beyond a doubt that you are a religious organization, otherwise everyone would be able to get this exemption.

Chairman Borer asked if we had received any public comment on this item. Ms. Lemons stated there was none.

Vice-Chairman English made a motion to uphold the Assessor's decision for the Taxpayer Notice of Claim for 120-23-005, multiple parcels (Mr. George Hadanich, Gateway of Light). Chairman Borer seconded the motion.

Chairman Borer called for the vote and it was approved 2-0-1 (Judd recused).

Court Administration

10. Approve a 5-year Contract with Preventronics to Supply IP Security Cameras for the Superior Court located at 100 Quality Hill and the Administration Building located at 4 Ledge Avenue, in an amount not to exceed $31,111.73, effective May 19, 2020.

    Ms. Niltza Flores presented this item. Ms. Flores outlined the details of the upgraded system and how it will support the court security standards. Court Administration requested approval.

    Supervisor Judd agreed with the upgrade coinciding with other improvements in the area.

    Ms. Flores confirmed the cost includes installation of 25 cameras for both buildings. The annual costs will include maintenance.

    Mr. Gilligan said concerns about life-long costs are valid but this a solid improvement from analog to digital, upfront costs are for cabling to connect the system, there is a decent life expectancy on this equipment, and he is comfortable the Courts will be able to manage costs moving forward.

    Chairman Borer stated his concerns about future costs.

    Mr. Gilligan reiterated that the system will be robust for years to come.

    Vice-Chairman English made a motion to approve a 5-year Contract with Preventronics to Supply IP Security Cameras for the Superior Court located at 100 Quality Hill and the Administration Building located at 4 Ledge Avenue, in an amount not to exceed $31,111.73, effective May 19, 2020. Supervisor Judd seconded the motion.

Chairman Borer asked if we had received any public comment on this item. Ms. Lemons stated there was none.

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

Development Services

11. Approve a Coronavirus Aid, Relief, and Economic Security (CARES) Act Airports Grant of Federal funds for the Bisbee-Douglas International Airport, in the amount of $20,000, effective May 19, 2020.

    Mr. Dan Coxworth, Development Services Director, presented this item. Mr. Coxworth outlined the grant and stated there is no County match.

    Chairman Borer asked if we had received any public comment on this item. Ms. Lemons stated there was none.

    Vice-Chairman English made a motion to approve a Coronavirus Aid, Relief, and Economic Security (CARES) Act Airports Grant of Federal funds for the Bisbee-Douglas International Airport, in the amount of $20,000, effective May 19, 2020. Supervisor Judd seconded the motion.

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

12. Approve a Coronavirus Aid, Relief, and Economic Security (CARES) Act Airports Grant of Federal funds for the Cochise County Airport in the amount of $30,000, effective May 19, 2020.

    Mr. Dan Coxworth, Development Services Director, presented this item. Mr. Coxworth said this is another CARES grant with the same terms as the previous item.

    Chairman Borer asked if we had received any public comment on this item. Ms. Lemons stated there was none.

    Supervisor Judd made a motion to approve a Coronavirus Aid, Relief, and Economic Security (CARES) Act Airports Grant of Federal funds for the Cochise County Airport in the amount of $30,000, effective May 19, 2020. Vice-Chairman English seconded the motion.

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

Emergency Services

13. Approve Hazardous Material Emergency Preparedness Grant reallocation funding of $25,717.30 for HAZMAT training equipment.

    Mr. Gabe Lavine, Emergency Management Director, presented this item. Mr. Lavine said this is an extension of two previous reallocation agreements from fiscal year 2019 for additional funding of HAZMAT training equipment with no county match.

    Chairman Borer asked if we had received any public comment on this item. Ms. Lemons stated there was none.

    Vice-Chairman English made a motion to approve Hazardous Material Emergency

Preparedness Grant reallocation funding of $25,717.30 for HAZMAT training equipment. Supervisor Judd seconded the motion.

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

Health & Social Services

14. Approve renewal of Public Health Emergency Preparedness, Contract #ADHS17-133164, Amendment #7, for Covid-19 between the Arizona Department of Health Services and Cochise Health & Social Services, in the amount of $263,965, effective March 5, 2020 through March 15, 2021.

    Ms. Carrie Langley presented this item. Ms. Langley said these funds will support an enhanced ongoing and prolonged effort in response to Covid-19.

    There was a short discussion about the broad oversight of this amendment and the factors considered for the fund amount.

    Supervisor Judd asked if the funds will be used in long-term care facilities and hospitals and Ms. Langley described their use.

    Note: The meeting was suspended from 10:55 to 11:12 a.m. when the Melody Lane Complex internet service went down.

    Chairman Borer asked if we had received any public comment on this item. Ms. Lemons stated there was none.

    Vice-Chairman English made a motion to approve renewal of Public Health Emergency Preparedness, Contract #ADHS17-133164, Amendment #7, for Covid-19 between the Arizona Department of Health Services and Cochise Health & Social Services, in the amount of $263,965, effective March 5, 2020 through March 15, 2021. Supervisor Judd seconded the motion.

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

STATE & FEDERAL LEGISLATION

15. Discussion and possible action regarding state and federal legislative matters listed or described in the attached County Supervisors Association Legislative Policy Committee Agenda, the Arizona Association of Counties (AACo) Legislative Policy Committee Agenda, and the proposed State budget, and other matters related thereto.

    Vice-Chairman English provided the Board with a copy of a Resolution which Pima County is addressing today. Pima and Maricopa Counties received Covid-19 money that the other counties did not receive. Pima County is supporting all 15 counties getting Covid-19 money from the Governor of Arizona. She expressed appreciation for our friends and colleagues in all the counties. She talked about SB1133 going through without the amendment and asked the Board to go online to oppose. The legislature is back in session but not as a special session.

    The Board took no action on this item.

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

Mr. Gilligan deferred his report.

SUMMARY OF CURRENT EVENTS

Report by District 1 Supervisor, Thomas E. Borer
Supervisor Borer said ADOT will be working to repair Highway 92 in the next week.

Report by District 2 Supervisor, Ann English
Supervisor English said the City of Douglas will elect a new Mayor tomorrow.

Report by District 3 Supervisor, Peggy Judd
Supervisor Judd said her community is opening and read aloud a quote by Theodore Roosevelt.

Chairman Borer adjourned the meeting at 12:10 p.m.

APPROVED:

_____
Thomas E. Borer, Chairman

ATTEST:

_____
Kim Lemons, Clerk of the Board

Demands 05/28/20
Date Range 05/21/20-05/29/20
Warrant Range 40564 - 40759

WARRANT #	CHECK DATE	VENDOR NAME	FUND NAME	AMOUNT
40564	05/21/2020	Cochise County/Sheakley/National Bank	110 Payroll Clearing Fund	4,279.22
40565	05/21/2020	A&R Fire Protection LLC	100 General Fund	5,000.00
40566	05/21/2020	Amazon.com LLC	171 County Library	320.73
40567	05/21/2020	Arizona Counties Insurance Pool	100 General Fund	16,161.20
40568	05/21/2020	Arizona Machinery Company, LLC dba Stotz Equipment	600 Heavy Fleet Management	44.62
40569	05/21/2020	Arizona Public Service - APS	100 General Fund	2,335.91
40569	05/21/2020	Arizona Public Service - APS	505 Solid Waste	948.84
40570	05/21/2020	Arizona Society of CPAs (ASCPA)	100 General Fund	215.00
40571	05/21/2020	Arizona Water Company	100 General Fund	4,022.99
40572	05/21/2020	B & D Lumber and Hardware	100 General Fund	289.23
40573	05/21/2020	Baker & Taylor, LLC	171 County Library	1,963.41
40573	05/21/2020	Baker & Taylor, LLC	182 CFSA-Troller Fund	1,577.72
40574	05/21/2020	Benjamin Supply Inc.	100 General Fund	1,189.89
40575	05/21/2020	Bisbee Napa	600 Heavy Fleet Management	340.83
40575	05/21/2020	Bisbee Napa	109 Fleet Management	1,513.42
40576	05/21/2020	Blackstone Audio, Inc.	171 County Library	271.97
40577	05/21/2020	Cable One dba Sparklight	100 General Fund	93.98
40578	05/21/2020	CDW LLC	100 General Fund	178,244.73
40579	05/21/2020	Cengage Learning, Inc. dba GALE	171 County Library	135.15
40580	05/21/2020	CenturyLink Communications	216 SEACOM Operations	0.02
40580	05/21/2020	CenturyLink Communications	100 General Fund	1,473.82
40581	05/21/2020	CenturyLink Communications	100 General Fund	2,023.64
40582	05/21/2020	CenturyLink Communications	216 SEACOM Operations	492.41
40582	05/21/2020	CenturyLink Communications	100 General Fund	75.51
40582	05/21/2020	CenturyLink Communications	100 General Fund	35.06
40583	05/21/2020	Cintas Corporation No. 445	505 Solid Waste	346.95
40584	05/21/2020	Cochise County Finance Revolving Fund	100 General Fund	45.50
40585	05/21/2020	Cochise Lock and Safe, Inc.	100 General Fund	22.00
40586	05/21/2020	Cochise Lock and Safe, Inc.	100 General Fund	473.26
40587	05/21/2020	Cochise Painting LLC	400 County Capital Projects	7,500.00
40588	05/21/2020	Concentra Medical Centers	100 General Fund	188.50
40589	05/21/2020	Couchenour, Terry Edward	100 General Fund	31.50
40590	05/21/2020	CRM of America LLC	506 Waste Tire Grant	8,957.63
40591	05/21/2020	Deneke, Buffy	100 General Fund	36.40
40591	05/21/2020	Deneke, Buffy	100 General Fund	434.00
40592	05/21/2020	BEATRICE DOMINGUEZ	100 General Fund	460.05
40593	05/21/2020	Empire Southwest LLC	600 Heavy Fleet Management	1,731.17
40594	05/21/2020	Encyclopaedia Britannica, Inc.	171 County Library	802.92
40595	05/21/2020	High Desert Clinic Urgent & Occupational Care, LLC	100 General Fund	60.00
40595	05/21/2020	High Desert Clinic Urgent & Occupational Care, LLC	251 Highway Fund	155.00
40596	05/21/2020	Interstate Battery	109 Fleet Management	606.74

WARRANT #	CHECK DATE	VENDOR NAME	FUND NAME	AMOUNT
40597	05/21/2020	JWS Web Design LLC	100 General Fund	1,125.00
40598	05/21/2020	Keefe Commissary Network, LLC	208 Sheriff Inmate Welfare	1,738.79
40599	05/21/2020	Killer Bee Honey LLC	100 General Fund	400.00
40599	05/21/2020	Killer Bee Honey LLC	105 Bisbee/Douglas Airport	500.00
40600	05/21/2020	LARRY A LEACH	100 General Fund	100.00
40601	05/21/2020	LMBI Inc.	504 Solid Waste Landfill Develop	47,430.00
40602	05/21/2020	Mack's Auto Parts Inc	600 Heavy Fleet Management	781.15
40602	05/21/2020	Mack's Auto Parts Inc	109 Fleet Management	838.14
40603	05/21/2020	Maddux & Sons Inc	251 Highway Fund	7,603.38
40604	05/21/2020	Marshall & Swift/Boeckh, LLC	100 General Fund	1,338.08
40605	05/21/2020	McGaffey, Laura	100 General Fund	200.00
40606	05/21/2020	Merle's Automotive Supply	109 Fleet Management	1,737.75
40607	05/21/2020	Midwest Tape	171 County Library	22.49
40608	05/21/2020	Vernon Moore	100 General Fund	120.00
40609	05/21/2020	Morales, Julie	100 General Fund	438.41
40610	05/21/2020	NEOGOV	100 General Fund	15,104.16
40611	05/21/2020	NI Government Services Inc	100 General Fund	221.18
40612	05/21/2020	Norwood Equipment Inc.	600 Heavy Fleet Management	1,261.13
40613	05/21/2020	OverDrive, Inc.	175 Friends of Library	222.43
40614	05/21/2020	SARAH PIETRO	100 General Fund	100.00
40615	05/21/2020	PrevenTronics	100 General Fund	548.75
40616	05/21/2020	ProForce Law Enforcement	100 General Fund	6,224.16
40617	05/21/2020	Prudential Overall Supply	600 Heavy Fleet Management	226.24
40617	05/21/2020	Prudential Overall Supply	109 Fleet Management	30.42
40618	05/21/2020	Relda LLC dba Dermatec	100 General Fund	641.99
40619	05/21/2020	Roberts, John C.	100 General Fund	100.00
40620	05/21/2020	RWC Group	600 Heavy Fleet Management	2,107.81
40621	05/21/2020	Schlesinger, Aaron	100 General Fund	81.20
40622	05/21/2020	Senergy Petroleum LLC	600 Heavy Fleet Management	12,478.66
40622	05/21/2020	Senergy Petroleum LLC	109 Fleet Management	10,633.00
40623	05/21/2020	Jonathan E. Smith	100 General Fund	50.00
40624	05/21/2020	SoundOff Signal	109 Fleet Management	228.80
40625	05/21/2020	Stamback Septic Service	105 Bisbee/Douglas Airport	201.59
40625	05/21/2020	Stamback Septic Service	505 Solid Waste	611.50
40626	05/21/2020	Sulphur Springs Valley Electric Cooperative, Inc.	100 General Fund	8,651.83
40626	05/21/2020	Sulphur Springs Valley Electric Cooperative, Inc.	216 SEACOM Operations	2,262.84
40626	05/21/2020	Sulphur Springs Valley Electric Cooperative, Inc.	251 Highway Fund	1,069.33
40626	05/21/2020	Sulphur Springs Valley Electric Cooperative, Inc.	505 Solid Waste	980.20
40627	05/21/2020	SERGIO IVAN TAPIA	505 Solid Waste	151.52
40628	05/21/2020	Thomson West	151 Law Library	3,731.57
40629	05/21/2020	Titan Machinery Inc.	600 Heavy Fleet Management	631.69
40630	05/21/2020	UniFirst Corporation	100 General Fund	154.47
40631	05/21/2020	Valley Telephone Cooperative, Inc.	100 General Fund	108.84
40631	05/21/2020	Valley Telephone Cooperative, Inc.	251 Highway Fund	287.97

WARRANT #	CHECK DATE	VENDOR NAME	FUND NAME	AMOUNT
40631	05/21/2020	Valley Telephone Cooperative, Inc.	171 County Library	191.33
40632	05/21/2020	VCA Apache Animal Hospital	203 Jail Enhancement	105.11
40632	05/21/2020	VCA Apache Animal Hospital	205 Sheriff Law Enforcement (RI	107.59
40633	05/21/2020	Verizon Wireless	100 General Fund	12,597.92
40634	05/21/2020	W. R. Ryan Company	600 Heavy Fleet Management	234.54
40634	05/21/2020	W. R. Ryan Company	109 Fleet Management	10,749.32
40635	05/21/2020	Walmart	100 General Fund	200.00
40636	05/21/2020	Watson Chevrolet Inc	109 Fleet Management	2,436.06
40637	05/21/2020	Waxie Sanitary Supply	100 General Fund	241.22
40637	05/21/2020	Waxie Sanitary Supply	100 General Fund	1,910.52
40638	05/21/2020	Zumar Industries, Inc.	251 Highway Fund	26,200.72
40639	05/21/2020	Cochise County Sheriff's Department	100 General Fund	15.00
40640	05/21/2020	Trachtman, Sean	100 General Fund	1,051.00
40641	05/21/2020	TAMMY HENDRICKSON BARKER	100 General Fund	36.02
40642	05/21/2020	Murphy, Cindy	100 General Fund	42.02
40643	05/21/2020	REGINALD LARMAR STORY	100 General Fund	113.50
40644	05/21/2020	Sulphur Springs Valley Electric Cooperative, Inc.	100 General Fund	170.07
225840645	5/29/2020	ACE Sales, Inc.	100 General Fund	4,272.53
40646	5/29/2020	Amazon.com LLC	171 County Library	894.51
40646	5/29/2020	Amazon.com LLC	182 CFSA-Troller Fund	301.13
40647	5/29/2020	Arizona Public Service - APS	100 General Fund	34,595.60
40647	5/29/2020	Arizona Public Service - APS	505 Solid Waste	808.43
40648	5/29/2020	Arizona Supreme Court	306 Local JCEF JP #6	3,625.00
40649	5/29/2020	ARMENTA, OLIVIA	100 General Fund	50.00
40650	5/29/2020	B & D Lumber and Hardware	100 General Fund	50.30
40651	5/29/2020	Banner-University Physicians Healthcare, Inc.	100 General Fund	500.00
40652	5/29/2020	Benson, City of	251 Highway Fund	499.96
40653	5/29/2020	BI Incorporated	555 Juvenile Treatment Svcs	609.94
40654	5/29/2020	Bisbee NAPA	600 Heavy Fleet Management	480.44
40655	5/29/2020	Blackstone Audio, Inc.	171 County Library	35.00
40656	5/29/2020	CDW LLC	321 HAVA Grant-Elections	1,747.36
40657	5/29/2020	Cengage Learning, Inc. dba GALE	171 County Library	182.34
40658	5/29/2020	CenturyLink Communications	100 General Fund	3,188.67
40658	5/29/2020	CenturyLink Communications	171 County Library	1,467.15
40659	5/29/2020	CenturyLink Communications	100 General Fund	169.23
40660	5/29/2020	CenturyLink Communications	100 General Fund	6,928.24
40660	5/29/2020	CenturyLink Communications	105 Bisbee/Douglas Airport	181.20
40660	5/29/2020	CenturyLink Communications	147 Adult Probation Svcs Fee	147.06
40660	5/29/2020	CenturyLink Communications	251 Highway Fund	34.48
40660	5/29/2020	CenturyLink Communications	505 Solid Waste	324.81
40661	5/29/2020	City of Sierra Vista	100 General Fund	812.02
40661	5/29/2020	City of Sierra Vista	216 SEACOM Operations	240.02
40662	5/29/2020	Clerk, U.S. District Court	124 Attrny Anti-Racketeering	65.50
40663	5/29/2020	Cloud, Shelly R.	549 Probate Fees	250.00

WARRANT #	CHECK DATE	VENDOR NAME	FUND NAME	AMOUNT
40664	5/29/2020	Cochise Lock and Safe, Inc.	100 General Fund	23.31
40665	5/29/2020	Cochise Lock and Safe, Inc.	100 General Fund	109.84
40666	5/29/2020	Cochise Painting LLC	100 General Fund	4,250.00
40667	5/29/2020	Concentra Medical Centers	100 General Fund	188.50
40667	5/29/2020	Concentra Medical Centers	555 Juvenile Treatment Svcs	97.00
40668	5/29/2020	Copper Queen Community Hospital	147 Adult Probation Svcs Fee	462.84
40669	5/29/2020	CORTEZ CARDENAS, JOSUE	100 General Fund	91.00
40670	5/29/2020	Culligan of Tucson	100 General Fund	187.92
40671	5/29/2020	David M Waterman dba Law Offices of David Waterman	100 General Fund	4,400.00
40672	5/29/2020	Dell Marketing LP	100 General Fund	4,601.70
40672	5/29/2020	Dell Marketing LP	450 M.I.S. Capital Reserve	129,007.68
40673	5/29/2020	Deneke, Buffy	100 General Fund	152.20
40673	5/29/2020	Deneke, Buffy	124 Attrny Anti-Racketeering	45.50
40674	5/29/2020	Douglas, City of	105 Bisbee/Douglas Airport	943.00
40675	5/29/2020	Durham Communications, Inc.	100 General Fund	61,796.89
40675	5/29/2020	Durham Communications, Inc.	159 Juv.Prob.Surveillance Grt	20,598.96
40676	5/29/2020	Empire Southwest LLC	600 Heavy Fleet Management	2,389.21
40677	5/29/2020	Entenmann-Rovin Co	100 General Fund	356.20
40677	5/29/2020	Entenmann-Rovin Co	147 Adult Probation Svcs Fee	356.20
40678	5/29/2020	ExhibitOne Corporation	100 General Fund	31,618.53
40679	5/29/2020	GOMEZ, GLORIA	100 General Fund	295.60
40680	5/29/2020	Grossman & Grossman Ltd	154 Juv.Prob. Family Counsel	2,533.75
40681	5/29/2020	Honeman, Van G.	100 General Fund	1,013.20
40682	5/29/2020	Hubble, Anthony D	549 Probate Fees	250.00
40683	5/29/2020	Interstate Battery	109 Fleet Management	446.60
40684	5/29/2020	John William Lovell, PC	100 General Fund	3,495.00
40685	5/29/2020	JWS Web Design LLC	100 General Fund	375.00
40686	5/29/2020	KE&G Construction Inc.	105 Bisbee/Douglas Airport	14,014.86
40687	5/29/2020	Kelly, Peter A.	100 General Fund	4,263.63
40688	5/29/2020	Law Office of Janelle A. McEachern	100 General Fund	1,700.00
40689	5/29/2020	Law Office of Joan M Sacramento	100 General Fund	500.00
40690	5/29/2020	Law Office of Linda Bergevin, PLLC	100 General Fund	1,200.00
40691	5/29/2020	Law Office of Stephanie C. Stoltman	100 General Fund	6,000.00
40692	5/29/2020	Lowell A. Jensen, PLC	100 General Fund	1,000.00
40693	5/29/2020	Mack's Auto Parts Inc	109 Fleet Management	589.03
40693	5/29/2020	Mack's Auto Parts Inc	600 Heavy Fleet Management	70.17
40694	5/29/2020	Maddux & Sons Inc	251 Highway Fund	23,145.34
40695	5/29/2020	McGowan, Mark J.	100 General Fund	3,400.00
40696	5/29/2020	Merle's Automotive Supply	109 Fleet Management	823.98
40697	5/29/2020	Nyander, Penny Sue	100 General Fund	108.00
40698	5/29/2020	Office Depot	100 General Fund	312.75
40699	5/29/2020	Olilver, Michael	100 General Fund	200.00
40700	5/29/2020	OverDrive, Inc.	175 Friends of Library	98.00
40701	5/29/2020	ProPay, Inc	172 State Grt in Aid 08-A-2	99.95

WARRANT #	CHECK DATE	VENDOR NAME	FUND NAME	AMOUNT
40702	5/29/2020	Prudential Overall Supply	600 Heavy Fleet Management	98.91
40703	5/29/2020	Pueblo del Sol Water Company	251 Highway Fund	298.08
40704	5/29/2020	Purcell Tire & Rubber Company	600 Heavy Fleet Management	2,122.86
40705	5/29/2020	Redwood Toxicology Laboratory, Inc.	100 General Fund	852.00
40705	5/29/2020	Redwood Toxicology Laboratory, Inc.	147 Adult Probation Svcs Fee	2,090.00
40706	5/29/2020	Relda LLC dba Dermatec	100 General Fund	449.99
40707	5/29/2020	RWC Group	600 Heavy Fleet Management	4,024.19
40708	5/29/2020	Safelite Autoglass Corp.	109 Fleet Management	39.95
40709	5/29/2020	Salata, Brian, R.	100 General Fund	2,900.00
40710	5/29/2020	San Diego Police Equipment Co	100 General Fund	390.36
40710	5/29/2020	San Diego Police Equipment Co	159 Juv.Prob.Surveillance Grt	390.36
40711	5/29/2020	Schlesinger, Aaron	100 General Fund	975.00
40712	5/29/2020	Schlievert, Scott W.	100 General Fund	1,700.00
40713	5/29/2020	Scholastic Inc	182 CFSA-Troller Fund	744.41
40714	5/29/2020	Senergy Petroleum LLC	600 Heavy Fleet Management	7,965.12
40715	5/29/2020	Sierra Vista NAPA	600 Heavy Fleet Management	307.55
40716	5/29/2020	Southeast Arizona Legal Support (SEALS)	113 Taxpayer's Info Fund	18,694.50
40717	5/29/2020	Southwest Gas Corporation	100 General Fund	101.44
40717	5/29/2020	Southwest Gas Corporation	251 Highway Fund	108.37
40718	5/29/2020	Sparkletts	100 General Fund	264.62
40718	5/29/2020	Sparkletts	171 County Library	40.38
40719	5/29/2020	Sparkman Enterprises LLC dba Sparkman Home Service	400 County Capital Projects	14,181.83
40720	5/29/2020	Stamback Septic Service	251 Highway Fund	100.79
40721	5/29/2020	Stantec Consulting Services, Inc.	259 Brownsfields Revitalization	29,681.02
40722	5/29/2020	Stericycle Inc.	100 General Fund	1,369.12
40723	5/29/2020	Streitfeld, Stephen V. MD PC	100 General Fund	175.00
40724	5/29/2020	Sulphur Springs Valley Electric Cooperative, Inc.	100 General Fund	1,067.35
40725	5/29/2020	Sulphur Springs Valley Electric Cooperative, Inc.	100 General Fund	2,450.09
40725	5/29/2020	Sulphur Springs Valley Electric Cooperative, Inc.	251 Highway Fund	551.43
40725	5/29/2020	Sulphur Springs Valley Electric Cooperative, Inc.	505 Solid Waste	769.44
40726	5/29/2020	Technical Resource Management, Inc.	149 Adult Prob.Comm.Punishmn	740.40
40727	5/29/2020	Terracon Consultants, Inc.	400 County Capital Projects	4,945.36
40728	5/29/2020	The Bisbee Observer LLC	100 General Fund	149.03
40729	5/29/2020	The Master's Touch, LLC	100 General Fund	2,562.00
40730	5/29/2020	Thrall, Scott	100 General Fund	324.00
40731	5/29/2020	Titan Machinery Inc.	600 Heavy Fleet Management	148.44
40732	5/29/2020	Traywick, Catherine L.	100 General Fund	102.18
40733	5/29/2020	TSYS Merchant Services	100 General Fund	100.00
40734	5/29/2020	UniFirst Corporation	100 General Fund	155.90
40735	5/29/2020	Valley Telephone Cooperative, Inc.	208 Sheriff Inmate Welfare	89.90
40736	5/29/2020	VCA Apache Animal Hospital	205 Sheriff Law Enforcement (RI	155.83
40737	5/29/2020	W W Grainger Inc	100 General Fund	682.20
40738	5/29/2020	W. R. Ryan Company	109 Fleet Management	669.60
40739	5/29/2020	Watson Chevrolet Inc	109 Fleet Management	1,094.73

WARRANT #	CHECK DATE	VENDOR NAME	FUND NAME	AMOUNT
40740	5/29/2020	Waxie Sanitary Supply	100 General Fund	869.44
40741	5/29/2020	Western Emulsion, Inc	251 Highway Fund	263,490.80
40742	5/29/2020	Wick Communications	100 General Fund	726.19
40743	5/29/2020	Wick Communications	100 General Fund	94.72
40743	5/29/2020	Wick Communications	124 Attrny Anti-Racketeering	23.62
40744	5/29/2020	Wick Communications	100 General Fund	106.90
40745	5/29/2020	WIST Office Products Co	100 General Fund	236.08
40745	5/29/2020	WIST Office Products Co	124 Attrny Anti-Racketeering	202.29
40746	5/29/2020	Cochise County Treasurer - Petty Cash	100 General Fund	100.00
40747	5/29/2020	DeFord, Andy	251 Highway Fund	100.00
40748	5/29/2020	Metli, Matthew	251 Highway Fund	100.00
40749	5/29/2020	Trachtman, Sean	100 General Fund	805.00
40750	5/29/2020	Barcelo, Valerie	100 General Fund	750.00
40751	5/29/2020	Circle K Store	100 General Fund	14.00
40752	5/29/2020	Denny's	100 General Fund	32.75
40753	5/29/2020	Downey, Carol	100 General Fund	158.48
40754	5/29/2020	Fields, Pierre	100 General Fund	200.00
40755	5/29/2020	Guerrero, Ramon	100 General Fund	200.00
40756	5/29/2020	McGaffey, Laura	100 General Fund	200.00
40757	5/29/2020	Pesina, Francisco	100 General Fund	100.00
40758	5/29/2020	Soto, Miguel	100 General Fund	250.00
40759	5/29/2020	TRAVELERS HOME & MARINE INS. CO.	100 General Fund	50.00

Consent 2.

Regular Board of Supervisors Meeting		**Board of Supervisors**	
Meeting Date:	06/09/2020		
Corrective Deeds to Douglas			
Submitted By:	Britt Hanson, County Attorney		
Department:	County Attorney		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	2
NAME of PRESENTER:	Britt Hanson	**TITLE of PRESENTER:**	Of Counsel, County Attorney
Docket Number (If applicable):			
Mandated Function?:	Local Mandate or Policy	**Source of Mandate or Basis for Support?:**	

Information

Agenda Item Text:

Approve License and Access Agreement between the County and City of Douglas for Communications Tower and other equipment, located at 661 G. Avenue, Douglas, Arizona, and Deed to the City for two parcels adjacent to 661 G Avenue.

Background:

On June 4, 2014, County agreed to transfer legal ownership of real property ("Property") located at 661 G Avenue, in Douglas, Arizona, to Douglas, pursuant to an Amendment to Intergovernmental Agreement Between the City of Douglas and the County of Cochise for the Establishment of a Regional Service Center in the City of Douglas. Pursuant to the Amendment, Douglas agreed that, upon acquiring legal ownership of the Property, it would grant a license to the County in which County would have 24 hour, 7 days a week access to a County-owned communications tower, generator, shed, and equipment rack ("collectively referred to as "Equipment") located on the Property. The Equipment is used to provide public safety two-way radio and network connectivity to the Regional Service Center and to another communications building located east of Douglas. Although the Amendment was recorded, it was recorded without a legal description; the purpose of this License and Access Agreement is to provide a recordable document, setting for the parties' Agreement under the Amendment, with a legal description.

The transfer of the Property from the County to the City occurred through a Special Warranty Deed recorded on June 6, 2014. However, the transfer of the Property only included parcel number 409-08-102, but should have included two other adjacent and related parcels, parcel numbers 409-08-103 and -104, as that was the intent of the parties. Concurrent with the approval, execution and recordation of this License and Access Agreement, the County will be transferring to Douglas, by special warranty deed, title to parcel numbers 409-08-103 and -104.

Department's Next Steps (if approved):

N/A

Impact of NOT Approving/Alternatives:

The County will not have complied with our agreement with the City to convey two parcels, nor have a fully recordable license agreement for the County's communication tower at 661 G Avenue

To BOS Staff: Document Disposition/Follow-Up:

Have the Board Chair sign the deed, as well as the License and Access Agreement. Then record both documents. Send copies of the recorded documents to the Douglas City Clerk and Manager

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Attachments

License and Access Agreement

Deed to Douglas

LICENSE AND ACCESS AGREEMENT BETWEEN COCHISE COUNTY AND THE CITY OF DOUGLAS, ARIZONA, FOR TOWER AND OTHER EQUIPMENT LOCATED AT 661 G AVENUE, IN DOUGLAS, ARIZONA

THIS AGREEMENT ("Agreement") is entered into by and between the City of Douglas ("Douglas"), a municipal corporation, whose address is 425 E. 10th Street, Douglas, Arizona, 85607 and Cochise County ("County"), a political subdivision of the state of Arizona, whose address is 1415 W. Melody Lane, Building G, Bisbee, Arizona, 85603. The City of Douglas and Cochise County may each be referred to herein as a "Party" or collectively as "Parties" to this Agreement.

RECITALS

1. On June 4, 2014, County agreed to transfer legal ownership of real property ("Property") located at 661 G Avenue, in Douglas, Arizona, to Douglas, pursuant to an Amendment to Intergovernmental Agreement Between the City of Douglas and the County of Cochise for the Establishment of a Regional Service Center in the City of Douglas, filed with the Cochise County Recorder on June 6, 2014, and identified as Cochise County Recorder number 2014-09813 (the "Amendment").

2. Pursuant to the Amendment, Douglas acknowledged and agreed that, upon acquiring legal ownership of the Property, it would grant a license to County in which County would have twenty-four (24) hour, seven (7) days a week access to a County-owned communications tower, generator, shed, and equipment rack ("collectively referred to as "Equipment") located on the Property.

3. The Equipment is used to provide public safety two-way radio and network connectivity to the Regional Service Center and to another communications building located east of Douglas.

4. Although the Amendment was recorded, it was recorded without a legal description; the purpose of this License and Access Agreement is to provide a recordable document, setting for the parties' Agreement under the Amendment, with a legal description.

5. The legal transfer of the Property from the County occurred through a Special Warranty Deed filed with the Cochise County Recorder's Office on June 6, 2014, and identified as Cochise County Recorder number 2014-09815.

6. However, the transfer of the Property only included parcel number 409-08-102, but should have included two other adjacent and related parcels, parcel numbers 409-08-103 and -104, as that was the intent of the parties.

7. Concurrent with the approval, execution and recordation of this License and Access Agreement, the County will be transferring to Douglas, by special warranty deed, title to parcel numbers 409-08-103 and -104. The legal descriptions of all three parcels is attached hereto as Exhibit A.

NOW THEREFORE, in consideration of the mutual covenants set forth herein, the Douglas and County agree as follows:

AGREEMENT

1. Douglas hereby agrees to grant County a license to access the Equipment owned by County, located on Douglas's Property as described in the attached exhibit for an indefinite term. Only County employees shall have access to the Equipment. No other person or entity shall be granted access to the Equipment.

2. Douglas agrees that should it be necessary to change any locks, codes, or keys to any Property gates or doors that provide access to County's Equipment, Douglas will provide County with the new lock combinations, keys, or codes as soon as reasonably possible.

4. Douglas agrees that County shall have exclusive access to the Equipment seven (7) days a week and twenty-four (24) hours a day.

5. Douglas agrees that County may replace, add to, or reconfigure the Equipment as needed and shall have uninterrupted access for that purpose.

6. Douglas acknowledges that a portion of the Equipment is located inside the Property building. Douglas agrees that all of the above provisions apply to the access of this Equipment as well.

7. This Agreement shall be effective upon execution by both Parties and shall continue indefinitely or until such time as County determines otherwise.

8. This Agreement may be terminated by either party within three years after its execution if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of a party is, at any time while the contract or any extension of the contract is in effect, an employee or agent of the other party with respect to the subject matter of the contract pursuant to A.R.S. § 38-511.

9. The Parties shall comply with all federal, state, and local laws, rules, regulations, standards, and Executive Orders, without limitation to those designated within this Agreement. The laws and regulations of the State of Arizona shall govern the rights of the Parties, the performance of this Agreement, and any disputes hereunder. Any action relating to this Agreement shall be brought in an Arizona court in Cochise County.

10. If any provision of this Agreement or any application thereof to the Parties or any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application and, to this end, the provisions of this Agreement are declared to be severable.

11. Each Party may at any time request an amendment to this Agreement. This Agreement is subject to amendment upon the mutual consent of the respective Parties by the mutual approval of a formal written amendment to this Agreement.

12. To the fullest extent permitted by law, each party (indemnitor) shall defend, hold harmless, and indemnify the other Party (indemnitee), its officers, agents, and employees, from all claims, demands, suits, liability, damages, loss or expenses ("claims") that result from the negligence or intentional torts of the indemnitor, its agents, officers and employees, in the performance of this Agreement, but only to the extent that such claims arise from such negligence or intentional torts. The extent of the foregoing liabilities shall be limited to and determined by the respective fault of the Parties, their agents, officers and employees, in comparison with others (including, but not limited to, the other Party) who may have contributed to or in part caused any such claim to arise. This duty to defend, indemnify, and hold harmless is not negated or otherwise limited by the characterization of the underlying duty as a "non-delegable duty" for which either Party may be vicariously liable, as a matter of law, and does not expire.

13. 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.

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

15. **N**either party may assign this Agreement without the other party's written consent.

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

17. The parties agree to submit to mandatory arbitration pursuant to A.R.S. § 12-133(A).

18. Any notices, questions, comments, and concerns regarding the duties and responsibilities of the parties under this Agreement shall be directed to:

County:
Cochise County Administrator
1415 Melody Ln., Bldg. G
Bisbee, AZ 85603

Douglas:
City Manager
City Hall
425 E. 10th St.
Douglas, AZ 85607

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year set forth below.

CITY OF DOUGLAS

By: Jerene Watson
Jerene Watson, City Manager

Dated: 5/15/2025

COCHISE COUNTY

By: _____
Tom Borer, Chairman

Dated: _____

ATTEST:

Alma Andrade,
Douglas Acting City Clerk

APPROVED AS TO FORM:

Juan P. Flores, City Attorney

ATTEST:

Kim Lemons,
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Britt Hanson

Britt Hanson, Deputy County Attorney

Exhibit A

Lots 17 & 18, Lot 19 & Lots 20 thru 23 Block 64 Douglas Townsite, according to Map Filed Number 12, records of Cochise County Arizona

When recorded mail to
CITY OF DOUGLAS
Attn: Jerene Watson, City Manager
425 E. 10TH STREET
DOUGLAS, AZ 85607

EXEMPT A.R.S. 11-1134 A3 SPACE ABOVE THIS LINE FOR RECORDER'S USE
Tax Parcel No.: 409-08-103 and 409-08-104

QUITCLAIM DEED

For the consideration of Ten Dollars, and other valuable considerations,
COUNTY OF COCHISE, a political subdivision of the State of Arizona
hereafter called the Grantor, hereby conveys and quitclaims to
CITY OF DOUGLAS, a Municipal Corporation
The following real property located in Cochise County, Arizona, together with all rights and privileges appurtenant thereto, to wit:
Lots 19 & Lots 20 thru 23 Block 64 Douglas Townsite, according to Map Filed No. 12, records of Cochise County, Arizona.
Subject to current taxes and other assessments, reservations, tenements and all easements, rights of way, encumbrances, license covenants, conditions and restrictions as may appear of record.

DATED April __, 2020

_____
Tom Borer, Chair of the Board of Supervisors
County of Cochise, a political Subdivision
of the State of Arizona

State of Arizona }
} ss.
County of Cochise }

The foregoing instrument was acknowledged before me this __ day of April, 2020, by Tom Border, Chair of the Board of Supervisors of the County of Cochise, a Political Subdivision of the State of Arizona.

_____
NOTARY PUBLIC

Consent 3.

Regular Board of Supervisors Meeting **Board of Supervisors**

Meeting Date:	06/09/2020		
Board of Equalization Professional Services Contract			
Submitted By:	Kim Lemons, Board of Supervisors		
Department:	Board of Supervisors		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	2
NAME of PRESENTER:	n/a	**TITLE of PRESENTER:**	n/a
Mandated Function?:	Federal or State Mandate	**Source of Mandate or Basis for Support?:**	42-16101

Docket Number (If applicable):

Information

Agenda Item Text:

Approve a contract with the Arizona State Board of Equalization for hearing officer services from June 9, 2020, through February 28, 2021.

Background:

In accordance with the provisions of ARS 42-16102(c) the Cochise County Board of Supervisors may contract with the state board of equalization to review and hold hearings and make decisions on petitions filed under section 42-16105.

Department's Next Steps (if approved):

Send fully executed contract to Mr. George R. Shook, Interim Chairman, Arizona State Board of Equalization.

Impact of NOT Approving/Alternatives:

The County will not be in compliance with ARS 42-16101.

To BOS Staff: Document Disposition/Follow-Up:

Mail one original to

George R. Shook
Interim Chairman
Arizona State Board of Equalization
100 North 15th Avenue, Suite 130
Phoenix, AZ 85007

Scan and file one original in the Board office.

Budget Information

Information about available funds

Budgeted: ○ **Funds Available:** ○ **Amount Available:**

Unbudgeted: ○ **Funds NOT Available:** ○ **Amendment:** ☐

Account Code(s) for Available Funds 1:

Fund Transfers

Attachments

Contract

NOTICE OF REQUEST FOR CONTRACT

May 14, 2020

LOCATION: Cochise County Board of Supervisors
1415 Melody Lane, Building G
Bisbee, Arizona 85603

Offerors are strongly encouraged to read carefully read the entire Request for Contract.

Designated Agency: Board of Supervisors/Board of Equalization

Material and/or Service: Hearing Officer Services

Contract Type: Firm, Fixed Price

Contract Term: Date of Award for One Year

Phone: (520) 432-9200

Board of Supervisors
Thomas E. Borer, Chairman

Contract Is Offered By: Cochise County Board of Supervisors

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INSTRUCTIONS TO OFFERORS

PREPARATION OF PROPOSAL:

All proposals shall be on the forms provided in this Request for Contract package. It is permissible to copy these forms if required. The board will not consider telegraphic proposals or mailgrams.

The person authorized to sign the offer must submit the Offer and Contract Award document with an original ink signature.

The authorized person signing the Vendor Offer shall initial erasures, interlineations or other modifications in the proposal in original ink.

In case of error in the extension of prices in the proposal, the unit price will govern.

Periods of time, stated as a number of days, shall be calendar days.

It is the responsibility of all offerors to examine the entire Request for Contract package and seek clarification of any item or requirement that may not be clear and to check all responses for accuracy before submitting a proposal. Negligence in preparing an Offer confers no right of withdrawal.

INQUIRIES: Any question related to a Request for Contract must be directed to the person whose name appears on the front. Questions should be submitted in writing when time permits. The Board of Supervisors may require any, and all questions to be submitted in writing at the County's sole discretion. Any correspondence related to a Request for Contract should refer to the appropriate Request for Contract number, page, and paragraph number.

PROSPECTIVE OFFEROR'S CONFERENCE: A prospective offeror's conference may be held. If scheduled, the date and time of this conference will be indicated on the cover page of this document. The purpose of this conference will be to clarify the contents of this Request for Contract in order to prevent any misunderstanding of the County's position. Any doubt as to the requirements of this Request for Contract or any apparent omission or discrepancy should be presented to the County at this conference. The County will then determine the appropriate action necessary, if any, and issue a written amendment to the Request for Contract. Oral statements or instructions will not constitute an amendment to this Request for Contract.

AMENDMENT OF PROPOSAL: Receipt of a Solicitation Amendment must be acknowledged by signing and returning the document to the County.

PAYMENT: The County will make every effort to process payment for the purchase of goods or services within thirty (30) calendar days after receipt of goods or services and a correct notice of amount due, unless a good faith dispute exists as to any obligation to pay all or a portion of the account. Any offer that requires payment in less than thirty (30) calendar days shall not be considered.

TAXES: The State of Arizona is exempt from Federal Excise Tax, including the Federal Transportation Tax. Exemption Certificates will be furnished upon request. Sales Taxes, if any, shall be indicated as a separate item. The offeror shall be responsible for all Federal and State Income Taxes. The offeror shall also be responsible for any other related taxes or expenses.

AWARD OF CONTRACT:

1. Unless the offeror states otherwise, or unless otherwise provided within the Request for Contract, the County reserves the right to award by individual line item, by a group of line items, or as a total, whichever is deemed most advantageous to the County.

2. Notwithstanding any other provision of the Request for Contract, the County expressly reserves the right to:

   2.1 Waive any immaterial defect or informality; or
   2.2 Reject any or all proposals, or portions thereof; or
   2.3 Reissue a Request for Proposals.

3. A response to a Request for Contract is an offer to contract with the County based upon the terms, conditions, scope of work and specifications contained in the County's Request for Contracts. Contracts do not become valid until they are accepted by an authorized procurement office. A contract is formed when the procurement office provides written notice of award(s) to the successful offeror(s). The contract has its inception in the award document, eliminating a formal signing of a separate contract. For that reason, all of the terms and conditions of the procurement contract are contained in the Request for Contract; unless modified by a Solicitation Amendment or a Contract Amendment signed by the authorized procurement officer.

OFFER

TO COCHISE COUNTY, STATE OF ARIZONA:

The Undersigned hereby offers and agrees to furnish the material, service or construction in compliance with all terms, conditions, specifications and amendments in the Solicitation and any written exceptions in the offer. The signature also certifies understanding and compliance with paragraph one of the attached State of Arizona Standard Terms and Conditions.

Arizona State Board of Equalization
Company Name

100 North 15th Ave., Suite 130
Address

Phoenix, Arizona 85007
City State Zip

George R Shook
Signature of Person Authorized to Sign Offer

George R. Shook
Printed Name

Interim Chairman
Title

For clarification of this offer, contact:

Name: George Shook
Phone: (602) 364-1611

FAX No.: (602) 364-1616

ACCEPTANCE OF OFFER AND CONTRACT AWARD
(For Cochise County, State of Arizona Use Only)

Your offer is hereby accepted.

The Contractor is now bound to sell the materials, services or construction listed by the attached award notice based upon the solicitation, including all terms, conditions, specifications, amendments, etc., and the contractor's offer as accepted by the County.

This contract shall henceforth be referred to as Contract No. 00002B. The contractor is hereby cautioned not to commence any billable work or provide any material, service or construction under this contract until the contractor receives an executed purchase order or contract release document.

Cochise County, State of Arizona

Awarded this _____day of_____2020

_____
Cochise County Board of Supervisors

PART ONE

INTRODUCTION AND BACKGROUND

1. Introduction

1.1 This document constitutes a Request for Contract, via competitive proposals, from qualified individuals and organizations, to provide hearing officer services to the Board of Supervisors/Board of Equalization (hereinafter referred to as the "Board".)

1.2 For ease of use only, this document is divided into five sections; Part One is the Introduction, Part Two describes the Scope of Work, Part Three is the Special Terms and Conditions, Part Four is Special Instructions to offerors, and Part Five contains the Pricing Schedule, Exhibits and Attachments.

2. Background/Purpose

2.1 The Board of Supervisors is soliciting Requests for Contracts from persons to conduct administrative hearings on matters of alleged violations of Arizona Revised Statutes Title 42. This includes any hearings that are required pursuant to A.R.S. §42-15105, A.R.S. §42-16102, A.R.S. §42-16105, A.R.S. §42-16252, A.R.S. §42-16254 and A.R.S. §42-19052. The Board's hearings are conducted under the Arizona Administrative Procedures Act Title 41, Chapter 6, Article 6; Adjudicative Proceedings.

2.2 The Board conducts several administrative hearings each year; each hearing day typically lasts 7.0 hours.

PART TWO

SCOPE OF WORK

1. General Requirements:

1.1 The contractor shall have the capability and requisite experience and expertise to conduct administrative hearings for the Cochise County Board of Supervisors/Board of Equalization (hereinafter referred to as the "Board").

1.2 The contractor shall provide the services on an as-needed basis in accordance with the provisions of A.R.S. §42-16151 et seq.

2. Specific Requirements:

2.1 The contractor shall meet with the Clerk of the Board to receive and report on hearing assignments.

2.2 The contractor shall conduct prehearing conferences, rule on prehearing motions, preside over settlement negotiations or institute any other proceedings that the hearing officer thinks shall aid in the appropriate disposition of the issues prior to the hearing.

2.3 The contractor shall conduct any legal and/or factual research necessary for a legally correct, and full and fair adjudication of the issues raised during the hearing.

2.4 The contractor shall preside over the Board's hearings when assigned. In the hearing officer's role as presiding officer, the hearing officer shall rule on the admissibility of evidence and testimony and shall generally supervise the conduct of the hearing.

2.5 The contractor shall provide findings of fact, conclusions of law, and shall transmit the findings and conclusions to the Board in accordance with Board established formats and deadlines.

3. Board Furnished Services

3.1 The Board will provide audio recording equipment and/or tape recorder with tapes as reserve equipment for the contractor. The contractor will provide the primary resource for recording hearings and will maintain recorded hearings.

3.2 The Board will provide all necessary office supplies.

3.3 The Board will provide the hearing location.

3.4 The Board will serve all documents and Notice of Decisions on the respective parties, including the hearing officer's findings of fact and conclusion of law. The contractor will serve all Notice of Hearing on the respective parties for all appeals.

3.5 The Board shall require all necessary forms and information be submitted at the time of filing an appeal.

3.6 The Board shall forward to the contractor, by mail, all appeals received as soon as possible. If an appeal, pursuant to §42-16252 et al; §42-16254 et al; and §42-19052, is received, the offeror shall be immediately notified of such filing and a faxed or emailed copy of the appeal shall be sent to the contractor.

4. Qualifications

4.1 Individuals shall be selected based on their work experience and other qualifications in at least one of the following categories:

1. Experience in at least four of the preceding eight years in property valuation, property tax appeals or appraising real property.

2. A certified general appraiser pursuant to A.R.S. §32-3612.

3. A property valuation hearing officer or member of the State Board of Equalization, or any predecessor to the Board; for at least four of the preceding eight years.

4. A member of the State Bar of Arizona with at least four years of experience in property valuation or condemnation practice.

PART THREE

SPECIAL TERMS AND CONDITIONS

1. Offer Acceptance Period: Proposals shall be irrevocable offers for 90 days after the proposal due date.

2. Term of Contract: The term of the contract shall commence upon award and shall remain in effect for a period of one year.

3. Contract Renewal: The contract shall not bind nor purport to bind, the County for any contractual commitment in excess of the original contract period.

4. Pricing:

   4.1. Pricing must be submitted on an all-inclusive daily basis. The County will not reimburse any item other than the all-inclusive daily rate multiplied times the number of days actually worked and those items identified in the attached pricing schedule.

   4.2. The County shall reimburse the contractor for all rental car expenses and/or mileage pursuant to State of Arizona Employee Travel Rules as related to contractor services.

   4.3. When requested by the BOS to perform work that requires overnight accommodations, the County will reimburse the contractor in accordance with the current rates specified in the Rules and Regulations applicable to State of Arizona Employee Travel Rules. The contractor shall itemize all per diem and lodging charges.

5. Estimated Usage: The contract shall be on an as needed/if needed basis. The County makes no guarantee as to the number of hours required.

6. Payment: The contractor shall submit to the County a statement of charges at the conclusion of all work. The statement shall include a record of time expended and work performed in sufficient detail to justify payment. After acceptance of all work performed, the Board shall process the claim for prompt payment in accordance with the standard operating procedures of the County.

7. Availability of Funds for the Next Fiscal Year: Funds are not presently available for performance under this contract beyond the current fiscal year. The County's obligation for performance of this contract beyond this fiscal year is contingent upon the availability of funds from which payment for contract purposes can be made. No legal liability on the part of the County for any payment may arise for the performance under this contract beyond the current fiscal year until funds are made available for the performance of this contract.

8. Confidentiality of Records: The contractor shall establish and maintain procedures and controls that are acceptable to the Board for the purpose of assuring that no information contained in its records or obtained from the County or from others in carrying out its functions under the contract shall be used by or disclosed by it, its agents, officers, or employees, except as required to efficiently perform duties under the contract. Persons requesting such information shall be referred to the County. The contractor also agrees that any information pertaining to an individual person(s) shall not be divulged other than to employees or officers of the contractor as needed for the performance of duties under the contract, unless otherwise agreed to in writing by the County.

9. Cancellation: The County reserves the right to cancel the whole or any part of the contract due to the failure of the contractor to carry out any term, promise, or condition of the contract. The County will issue a written ten (10) day notice of default to the contractor for acting or failing to act as in any of the following:

   The contractor fails to perform adequately the services required in the contract.

   The contractor fails to furnish the required product within the time stipulated in the contract.

   The contractor fails to make progress in the performance of the requirements of the contract and/or gives the County a positive indication that the contractor will not or cannot perform to the requirements of the contract.

10. Multiple Awards: In order to ensure adequate coverage of Board requirements, multiple awards may be made.

11. Termination: The Board reserves the right to terminate the contract at any time, for the convenience of Cochise County, without penalty or recourse, by giving written notice to the contractor at least thirty (30) days prior to the effective date of such termination. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the BOS become the property of Cochise County. The contractor shall be entitled to receive just and equitable compensation for that work completed prior to the effective date of termination.

12. Suspension or Debarment Status: If the firm, business or person submitting this bid or offer has been debarred, suspended or otherwise lawfully precluded from participating in any public procurement activity with any Federal, State or Local Government, the bidder or offeror must include a letter with its bid or offer setting forth the name and address of the governmental unit, the effective date of the suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating to the suspension or debarment. Failure to supply the letter or to disclose in the letter all pertinent information regarding a suspension or debarment shall result in rejection of the bid or offer or cancellation of a contract. The County also may exercise any other remedy available by law.

13. Suspension or Debarment Certification: By signing the offer section of the Offer and Acceptance page, the bidder or offeror certifies that the firm, business or person submitting the bid or offer has not been debarred, suspended or otherwise lawfully precluded from participating in any public procurement activity with any Federal, State or Local Government. Signing the offer section without disclosing all pertinent information about a debarment or suspension shall result in rejection of the bid or offer or cancellation of a contract. The County also may exercise any other remedy available by law.

14. Compliance with other Provisions: The Contractor shall comply with the Americans with Disabilities Act of 1990 (Public Law 101-336) and the Arizona Disability Act of 1992 (A.R.S. §41-1492 et. seq.), which prohibits discrimination because of physical or mental disabilities in delivering contract services or in the employment, or advancement in employment of qualified individuals.

14.1 People with disabilities may request special accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for special accommodations must be made 72 hours in advance.

14.2 If special accommodations are required, please contact the Board of Supervisors/Board of Equalization.

PART FOUR

SPECIAL INSTRUCTIONS TO OFFERORS

1. Offeror's Contacts:

1.1 All questions regarding this Request for Contract including technical specifications, contract process, etc., must be directed to the procurement specialist as indicated on the first page of this document.

1.2 Offerors may not contact the employees of the using agency concerning this procurement while the contract and evaluation are in process.

2. Evaluation Criteria: Evaluation criteria are listed in the relative order of importance. The award will be made to the responsible offeror whose contract is determined to be the most advantageous to the County based on the following criteria:

2.1 Experience/Expertise

3. Contract Format: Two (2) original contracts should be submitted in the format specified in the RFC. The contracts should be clearly labeled "ORIGINAL". The material should be in sequence and related to the RFC. The County will not provide any reimbursement for the cost of developing or presenting contracts in response to this RFC. Failure to include the requested information may have a negative impact on the evaluation of the offeror's contract. The contract should include at least the following information:

3.1 Experience/Expertise: This section of the contract should include the following:

3.1.1 A detailed resume/narrative including, but not limited to:

3.1.2 Information on the offeror's educational background.

3.1.3 Information on the offeror's expertise/experience with administrative hearings.

3.1.4 Any information that may reflect on the offeror's ability to perform the required services (e.g. demonstrated knowledge of Arizona Revised Statutes and agency rules.)

3.2 Price: The contractor must provide a firm, fixed all-inclusive price for all requirements set forth in this Request for Contract. All firm, fixed prices must be shown on the pricing schedule of this RFC. The pricing schedule must be completed, signed, and returned with the offeror's proposal.

4. Contractor Qualifications:

4.1 Individuals shall be selected because of their work experience and other qualifications in at least one of the following categories:

4.1.1 Experience in at least four of the preceding eight years in ad valorem property valuation, property tax appeals or appraising real property.

4.1.2 A certified general appraiser pursuant to A.R.S. §32-3612.

4.1.3. A property valuation hearing officer or member of the State Board of Equalization, or any predecessor to the board; for at least four of the preceding eight years.

4.1.4. A member of the State Bar of Arizona with at least four years of experience in property valuation or condemnation practice.

4.1.5. Must possess the ability to speak and to write clearly and concisely; negotiating skills; ability to analyze facts and to apply relevant laws to facts; questioning skills (eliciting relevant information); ability to maintain order in an emotionally charged atmosphere.

4.1.6. Must be capable of rendering fair and impartial decisions and must have no conflict-of-interest in performing the duties.

5. Discussion: In accordance with A.R.S. §41-2534, after the initial receipt of contracts, discussions may be conducted with offeror(s) who submitted contracts determined to be reasonably susceptible of being selected for award.

6. Definition of Key Words Used in the RFC:

6.1 Shall, Must: Indicates a mandatory requirement. Failure to meet these mandatory requirements may result in the rejection of a proposal as non-responsive.

6.2 Should: Indicates something that is recommended but not mandatory. If the offeror fails to provide the requested information, the County may, at its sole option, ask the offeror to provide the information, or, evaluate the proposal without the information.

6.3 May: Indicates something that is not mandatory but permissible.

NOTE: The Offer and Contract Award Sheet, the Pricing Schedule, and any Solicitation Amendments must be signed and returned with the offeror's proposal.

PART FIVE

PRICING SCHEDULE EXHIBITS AND ATTACHMENTS

REQUEST FOR CONTRACT

PART FIVE

PRICING SCHEDULE

1. The offeror shall provide all services required:

   1.1 $300.00 (three hundred dollars) per day for Professional/Hearing Officer Services. $200.00 (two hundred dollars) per day for Professional Hearing Officer Services for a partial day (4 hours or less) when prorated between counties.

   1.2 $200.00 (two hundred dollars) per day, minimum of 2 days, for administrative processing of appeals database, Notice of Hearings and Notice of Decisions for the appeals filed pursuant to ARS §42-16105.

   1.3 $200.00 (two hundred dollars) per day, minimum of 2 days, for administrative processing of appeals database, Notice of Hearings and Notice of Decisions for the appeals filed pursuant to ARS §42-15105.

   1.4 Hearings regarding Personal Property, Notice of Proposed Correction and Notice of Claim may be conducted whenever possible.

2 Rental car expenses and/or mileage pursuant to State of Arizona Employee Travel Rules shall be reimbursed as related to contractor services.

3. When requested by the BOS to perform work that requires overnight accommodations, the County will reimburse the Contractor in accordance with the current rates specified in the Rules and Regulations applicable to State of Arizona Employee Travel Riles. The Contractor shall itemize all per diem and lodging charges.

George R Shook — 14 May 2020

AUTHORIZED SIGNATURE — DATE

George R. Shook, Interim Chairman

DATE AND DURATION

1. Contract Title: Property Valuation/Classification Hearing Officer and Services

2. Contract Period: From June 9, 2020 to February 28, 2021

3. Geographic Area Served: Cochise County Arizona

4. Scope of Work: Property Valuation/Classification Hearings

5. Reference: Contracting Office: Arizona State Board of Equalization

   100 North 15th Avenue, Suite 130

   City: Phoenix State: Arizona Zip: 85007

   Telephone: (602) 364-1600

THE FOLLOWING TERMS AND CONDITIONS ARE AN EXPLICIT PART OF THE SOLICITATION AND ANY RESULTANT CONTRACT.

1. Certification:

   1.1. The submission of the offer did not involve collusion or other anti-competitive practices.

   1.2. The bidder shall not discriminate against any employee, or applicant for employment in violation of Federal Executive Order 11246, State Executive Order 75.5 or A.R.S. §41-1461 et. seq.

   1.3. The bidder has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause shall result in the rejection of the offer. Signing the offer with a false statement shall void the offer, any resulting contract and may be subject to legal remedies provided by law.

   1.4. The bidder agrees to use only those materials and/or services as stated in and allowed for under the resultant contract(s) as County contract items.

2. Gratuities: The County may, by written notice to the contractor, cancel this contract if it is found by the County that gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the contractor or any agent or representative of the contractor, to any officer or employee of the State with a view toward securing a contract, securing favorable treatment with respect to the awarding, amending, or the making of any determinations with respect to the performing of such contract. In the event the County pursuant to this provision cancels this contract, the County shall be entitled, in addition to any other rights or remedies, to recover or withhold from the contractor the amount of the gratuity. Paying the expense of normal business meals, which are generally made available to all eligible State government customers, shall not be prohibited by this paragraph.

3. Applicable Law: This contract shall be governed by, and the County and contractor shall have all remedies afforded each by the uniform commercial code, as adopted in the State of Arizona, except as otherwise provided in this contract or in statutes pertaining specifically to the County. The law of the State of Arizona shall govern this contract, and suits pertaining to this contract shall be brought only in Federal or State Courts in the State of Arizona.

4. Legal Remedies: All Claims and controversies shall be subject to the Arizona Procurement Code §41-2611 et.al.

5. Contract: The contract shall be based upon the solicitation issued by the County and the offer submitted by the contractor in response to the solicitation. The offer shall substantially conform to the term, conditions, specifications and other requirements set forth within the text of the solicitation. The County reserves the right to clarify any contractual terms with the concurrence of the contractor. However, any substantial non-conformity in the offer shall be deemed non-responsive and the offer rejected. The contract shall contain the entire agreement between the County and the contractor relating to this requirement and shall prevail over any and all previous agreements, contracts, proposals, negotiations, purchase orders or master agreements in any form.

6. Contract Amendments: This contract shall be modified only by a written contract amendment signed by persons duly authorized to enter into contracts on behalf of the County and the contractor.

7. Provisions Required by Law: Each and every provision of law and any clause required by law to be in the contract shall be read and enforced as though it were included herein. And if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party the contract shall forthwith be physically amended to make such insertion or correction.

8. Termination by the Board of Supervisors: The County may cancel this contract 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 contract on behalf of the County is or becomes, at any time while the contract or any extension of the contract is in effect an employee of or a consultant to any other party to this contract with respect to the subject matter of the contract. Such cancellation shall be effective when the parties to this contract receive written notice from the Chairman of the County Board of Supervisors, unless the notice specifies a later time.

9. Severability: The provisions of this contract are severable to the extent that any provision or application held to be invalid shall not affect any other provision or application of the contract, which may remain in effect without the invalid provision, or application.

10. Relationship of Parties: It is clearly understood that each party shall act in its individual capacity and not as an agent, employee, partner, joint venture, or associate of the other. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other party for any purpose whatsoever. The contractor is advised that taxes or social security payments shall not be withheld from a County payment issued hereunder and that contractor should arrange to pay directly such expenses, if any.

11. Interpretation - Parol Evidence: This contract is intended by the parties as a final expression of their agreement and is intended as a complete and exclusive statement of the terms of this agreement. No course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any term used in this contract. Acceptance or acquiescence in a course of performance rendered under this contract shall not be relevant to determine the meaning of this contract even though the accepting or acquiescing party has knowledge of the nature of the performance and opportunity to object. Whenever a term defined by the State of Arizona Procurement Code is used in this contract, the definition contained in the contract shall control.

12. Assignment – Delegation: The contractor without the prior written permission of the County shall assign no right or interest in this contract, and no delegation of any duty of contractor shall be made without prior written permission of the County. The County shall not unreasonably withhold approval and shall notify the contractor of the County's position within 15 days of receipt of written notice by the contractor.

13. Subcontracts: No subcontract shall be entered into by the contractor with any other party to furnish any of the material, service or construction specified herein without the advance written approval of the County. All subcontracts shall comply with Federal and State Laws and regulations, which are applicable to the services covered by the subcontract, as if the subcontractor were the contractor referred to herein. The contractor is responsible for contract performance whether subcontractors are used. The County shall not unreasonably withhold approval and shall notify the contractor of the County's position within 15 days of receipt of written notice by the contractor.

14. Rights and Remedies: No provision in this document or in the vendor's offer shall be construed, expressly or by implication, as a waiver by either party of any existing or future right and/or remedy available by law in the event of any claim of default or breach of contract. The failure of either party to insist upon the strict performance of any term or condition of the contract, or to exercise or delay the exercise of any right or remedy provided in the contract, or by law, or the acceptance of materials or services, or the payment for materials or services, shall not release either party from any responsibilities or obligations imposed by this contract or by law, and shall not be deemed a waiver of any right of either party to insist upon the strict performance of the contract.

15. Warranties: Contractor warrants that all material, service or construction delivered under this contract shall conform to the specifications of this contract. Mere receipt of the shipment of the material, service, or construction specified and any inspection incidental thereto by the County, shall not alter or affect the obligations of the contractor or the rights of the County under the foregoing warranties.

16. Indemnification: Contractor shall indemnify, defend, and save harmless the County, from any and all claims, demands, suits, actions, proceedings, loss, cost, and damages of every kind and description. Including any reasonable attorneys' fees and/or litigation expenses, which may be brought or made against or incurred by the County on account of loss of or damage to any property or for injuries to or death of any person, caused by, arising out of, or contributed to, in part, by reasons of any act, omission, professional error, fault, mistake, or negligence of the contractor, its employees, agents,

representatives, or subcontractors, their employees, agents, or representatives in connection with or incidental to the performance of this agreement, or arising out of worker's compensation claims, unemployment compensation claims, or unemployment disability compensation claims of employees of the contractor and/or its subcontractors or claims under similar such laws or obligations. The contractor's obligation under this section shall not extend to any liability caused by the sole negligence of the County, or its employees.

17. Force Majeure: Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this contract if and to the extent that such party's performance of this contract is prevented because of force majeure. The term "Force Majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence. Without limiting the foregoing, Force Majeure includes acts of God; acts of the public enemy, war; riots; strikes; mobilization; labor disputes; civil disorders; fire; flood; lockouts; injunctions-intervention-acts, or failures or refusal to act by government authority; and other similar occurrences beyond the control of the party declaring Force Majeure which such party is unable to prevent by exercising reasonable diligence. The Force Majeure shall be deemed to commence when the party declaring Force Majeure notifies the other party of the existence of the Force Majeure and shall be deemed to continue as long as the results or effects of the Force Majeure prevent the party from resuming performance in accordance with this agreement.

Force Majeure shall not include the following occurrences:
Late performance by a subcontractor unless the delay arises out of a Force Majeure occurrence in accordance with this Force Majeure term and condition. Any delay or failure in performance by either party hereto shall not constitute a default hereunder or give rise to any claim for damages or loss of anticipated profits if, and to the extent that such delay or failure is caused by Force Majeure.

If either party is delayed at any time in the progress of the work by Force Majeure, the delayed party shall notify the other party in writing of such delay, as soon as is practical, of the commencement thereof and shall specify the causes of such delay in such notice. Such notice shall be hand delivered or mailed certified-return receipt and shall make a specific reference to this article, thereby invoking its provisions. The delayed party shall cause such delay to cease as soon as practicable and shall notify the other party in writing when it has done so. The time of completion shall be extended by contract modification for a period of time equal to the time that results or effects of such delay prevent the delayed party from performing in accordance with this contract.

18. Right to Assurance: Whenever one party to this contract in good faith has reason to question the other party's intent to perform, he may demand that the other party give a written assurance of this intent to perform. In the event that a demand is made and no written assurance is given within five (5) days, the demanding party may treat this failure as an anticipatory repudiation of the contract.

19. Records: Pursuant to provisions of title 35, Chapter 1, article 6 Arizona Revised Statutes §35-214 and §35-215 each contractor shall retain, and shall contractually require each subcontractor to retain, all books, accounts, reports, files and other records relating to the acquisition and performance of the contract for a period of five (5) years after the completion of the contract. All such documents shall be subject to inspection and audit at reasonable times. Upon request, a legible copy of any or all such documents shall be produced at the offices of the Auditor General, the Attorney General, and the State Purchasing Office, the County Board of Supervisors or the State Board of Equalization or any agency doing business under this contract.

20. Advertising: Contractor shall not advertise or publish information concerning this contract, without the prior written consent of the County. The County shall not reasonably withhold permission.

21. Exclusive Possession: All services, information, computer program elements, reports and other deliverables, which may be created under this contract, are the sole property of the County and shall not be used or released by the contractor or any other person except with prior written permission of the County.

22. Title and Risk of Loss: The title and risk of loss of material or service shall not pass to the County until the County actually receives the material or service at the point of delivery, unless otherwise provided in this contract.

23. Payment: A separate invoice shall be issued for each shipment of material or service performed, and no payment shall be issued prior to receipt of material, service or construction and correct invoice. Payment shall be subject to the provisions of Title 35 of the Arizona Revised Statutes.

24. Licenses: Contractor shall maintain, in current status, all federal, state, and local licenses and permits required for the operation of the business conducted by the contractor as applicable to this contract.

25. Cost of Bid Preparation: The County shall not reimburse the cost of developing, presenting or providing any response to this solicitation. Offers submitted for consideration should be prepared simply and economically, providing adequate information in a straightforward and concise manner.

26. Public Record: All bids submitted in response to this invitation shall become the property of the County and shall become a matter of public record available for review, subsequent to the award notification, as provided for the State of Arizona Procurement Code.

			Consent 4.
Regular Board of Supervisors Meeting			**Finance**
Meeting Date:	06/09/2020		
Demands			
Submitted By:	Amy Langer, Board of Supervisors		
Department:	Board of Supervisors		
Presentation:	No A/V Presentation	**Recommendation:**	
Document Signatures:		**# of ORIGINALS Submitted for Signature:**	
NAME of PRESENTER:	n/a	**TITLE of PRESENTER:**	n/a
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 06/05/20
Date Range 05/29/20-06/04/20
Warrant Range 40760-40889

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
40760	06/04/2020	Amazon.com LLC	8000 - County Library District	171 County Library	216.63
40760	06/04/2020	Amazon.com LLC	8000 - County Library District	182 CFSA-Troller Fund	52.07
40761	06/04/2020	American Technologies Incorporated (ATI)	0100 - Board of Supervisors	100 General Fund	5,027.88
40762	06/04/2020	Arizona Department of Corrections	1750 - Fleet Management	109 Fleet Management	20.19
40762	06/04/2020	Arizona Department of Corrections	7000 - Solid Waste	505 Solid Waste	43.79
40763	06/04/2020	Arizona Department of Transportation	1750 - Fleet Management	109 Fleet Management	1,228.33
40764	06/04/2020	Arizona Hiking Shack Rescue (AHS)	5000 - Health Dept	218 Homeland Security Grants	17,140.58
40765	06/04/2020	Arizona Justice of the Peace Association	0920 - Justice Court 2	100 General Fund	190.00
40766	06/04/2020	Arizona Medical Waste, LLC	5000 - Health Dept	100 General Fund	149.44
40767	06/04/2020	Arizona Public Service - APS	2100 - Facilities Management	100 General Fund	722.67
40767	06/04/2020	Arizona Public Service - APS	2100 - Facilities Management	105 Bisbee/Douglas Airport	5,852.72
40767	06/04/2020	Arizona Public Service - APS	4010 - Highway Dept Administration	251 Highway Fund	1,656.54
40768	06/04/2020	Arizona State Land Department	5000 - Health Dept	100 General Fund	2,400.00
40769	06/04/2020	Arizona State Prison Complex	4010 - Highway Dept Administration	251 Highway Fund	445.00
40770	06/04/2020	Arizona Water Company	2100 - Facilities Management	100 General Fund	1,482.31
40770	06/04/2020	Arizona Water Company	7000 - Solid Waste	505 Solid Waste	232.03
40771	06/04/2020	Atomic Nutrition, LLC	5000 - Health Dept	228 W.I.C. Grant	6,004.00
40772	06/04/2020	B & D Lumber and Hardware	3000 - Sheriff	100 General Fund	57.89
40773	06/04/2020	B & S Supply Co, Inc	2100 - Facilities Management	100 General Fund	1,446.87
40774	06/04/2020	Bank of America	1600 - Finance	100 General Fund	93,818.61
40775	06/04/2020	Banner-University Physicians Healthcare, Inc.	1300 - Public Defender	100 General Fund	2,250.00
40776	06/04/2020	Barnett's Towing & Oxygen LLC	1750 - Fleet Management	100 General Fund	150.00
40777	06/04/2020	Beacon Secure	5000 - Health Dept	100 General Fund	520.00
40777	06/04/2020	Beacon Secure	5000 - Health Dept	239 SEAGO Case Management A	160.00
40778	06/04/2020	Bella Vista Water Company-Liberty Water	2100 - Facilities Management	100 General Fund	1,041.48
40778	06/04/2020	Bella Vista Water Company-Liberty Water	2100 - Facilities Management	216 SEACOM Operations	102.45
40779	06/04/2020	Benson, City of	7000 - Solid Waste	505 Solid Waste	49.93
40780	06/04/2020	Bisbee Napa	1750 - Fleet Management	100 General Fund	33.02
40780	06/04/2020	Bisbee Napa	1750 - Fleet Management	109 Fleet Management	1,365.41
40780	06/04/2020	Bisbee Napa	2100 - Facilities Management	100 General Fund	324.00
40781	06/04/2020	Blackstone Audio, Inc.	8000 - County Library District	171 County Library	70.00
40782	06/04/2020	Bowie Water Improvement District	2100 - Facilities Management	100 General Fund	90.96
40782	06/04/2020	Bowie Water Improvement District	4010 - Highway Dept Administration	251 Highway Fund	45.48
40783	06/04/2020	Canyon Vista Medical Center	5000 - Health Dept	100 General Fund	5,400.00
40784	06/04/2020	Cengage Learning, Inc. dba GALE	8000 - County Library District	171 County Library	23.99
40785	06/04/2020	Center for Disease Detection, LLC	5000 - Health Dept	229 Health Reserve Fund	2,500.00
40786	06/04/2020	Center for Disease Detection, LLC	5000 - Health Dept	100 General Fund	141.50
40786	06/04/2020	Center for Disease Detection, LLC	5000 - Health Dept	234 TB Control	5.00
40786	06/04/2020	Center for Disease Detection, LLC	5000 - Health Dept	237 Health S.T.D. Grant	198.00
40787	06/04/2020	CenturyLink Communications	0100 - Board of Supervisors	100 General Fund	70.66
40787	06/04/2020	CenturyLink Communications	0600 - County Attorney	100 General Fund	43.62
40787	06/04/2020	CenturyLink Communications	0600 - County Attorney	124 Attrny Anti-Racketeering	27.12
40787	06/04/2020	CenturyLink Communications	2100 - Facilities Management	100 General Fund	97.40
40787	06/04/2020	CenturyLink Communications	3000 - Sheriff	100 General Fund	69.53
40787	06/04/2020	CenturyLink Communications	4010 - Highway Dept Administration	251 Highway Fund	69.03
40788	06/04/2020	CenturyLink Communications	5000 - Health Dept	100 General Fund	136.99
40788	06/04/2020	CenturyLink Communications	5000 - Health Dept	243 Immunization Program	137.24
40789	06/04/2020	CenturyLink Communications	7000 - Solid Waste	505 Solid Waste	350.32
40790	06/04/2020	Childhelp, Inc.	3000 - Sheriff	100 General Fund	350.00
40791	06/04/2020	Cintas Corporation No. 445	4010 - Highway Dept Administration	251 Highway Fund	4,514.22
40791	06/04/2020	Cintas Corporation No. 445	7000 - Solid Waste	505 Solid Waste	885.20
40792	06/04/2020	City of Bisbee	5000 - Health Dept	100 General Fund	1,962.66

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
40793	06/04/2020	City of Sierra Vista	0100 - Board of Supervisors	100 General Fund	1,143.75
40793	06/04/2020	City of Sierra Vista	1750 - Fleet Management	109 Fleet Management	5,348.87
40794	06/04/2020	City of Sierra Vista	2100 - Facilities Management	100 General Fund	1,161.34
40795	06/04/2020	Clear Springs Utility, Inc.	4010 - Highway Dept Administration	251 Highway Fund	172.83
40796	06/04/2020	Cochise Lock and Safe, Inc.	2100 - Facilities Management	100 General Fund	35.80
40797	06/04/2020	Cochise Private Industry Council, Inc.	1600 - Finance	192 J.T.P.A.	51,731.00
40798	06/04/2020	Contract Pharmacy Services, Inc.	5000 - Health Dept	100 General Fund	20,544.50
40799	06/04/2020	Copper Queen Community Hospital	5000 - Health Dept	100 General Fund	115.50
40800	06/04/2020	Correctek, Inc.	5000 - Health Dept	229 Health Reserve Fund	30,120.00
40801	06/04/2020	Culligan of Tucson	0810 - Court Administration	100 General Fund	192.85
40802	06/04/2020	Deneke, Buffy	0810 - Court Administration	100 General Fund	53.20
40803	06/04/2020	Direct TV	3000 - Sheriff	208 Sheriff Inmate Welfare	7.60
40804	06/04/2020	Douglas, City of	2100 - Facilities Management	100 General Fund	147.57
40804	06/04/2020	Douglas, City of	4010 - Highway Dept Administration	251 Highway Fund	249.27
40804	06/04/2020	Douglas, City of	7000 - Solid Waste	505 Solid Waste	26.34
40805	06/04/2020	Election Systems & Software LLC	0500 - Elections	100 General Fund	60,068.82
40806	06/04/2020	Elfrida Water Improvement District	2100 - Facilities Management	100 General Fund	45.88
40807	06/04/2020	Empire Southwest LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	142.50
40808	06/04/2020	Federal Express Corporation	3000 - Sheriff	100 General Fund	122.67
40809	06/04/2020	Fry Fire District	5000 - Health Dept	224 Az Prescription Drug Overdc	53.93
40810	06/04/2020	Garden Canyon Towing, LLC	1750 - Fleet Management	109 Fleet Management	90.00
40811	06/04/2020	George Medina - George's Upholstery	1750 - Fleet Management	109 Fleet Management	247.12
40812	06/04/2020	Goserco, Inc.	1800 - IT/Communications	216 SEACOM Operations	16,411.80
40813	06/04/2020	Hammerschmidt, Michael	1900 - Development Services	100 General Fund	2,500.00
40814	06/04/2020	Hatfield Funeral Home	5000 - Health Dept	100 General Fund	1,000.00
40815	06/04/2020	Hess, Ginger Ann	5000 - Health Dept	532 COVID-19 CDC	1,056.00
40816	06/04/2020	Honeman, Van G.	0810 - Court Administration	100 General Fund	103.60
40817	06/04/2020	Keefe Commissary Network, LLC	3000 - Sheriff	208 Sheriff Inmate Welfare	8,306.11
40818	06/04/2020	L.N. Curtis & Sons	5000 - Health Dept	218 Homeland Security Grants	24,235.18
40819	06/04/2020	LexisNexis Matthew Bender	0920 - Justice Court 2	100 General Fund	87.81
40820	06/04/2020	LMBI Inc.	7000 - Solid Waste	504 Solid Waste Landfill Develop	6,953.00
40821	06/04/2020	LUCAS HOLDINGS, LLC DBA LUCAS COLOR CARD	8000 - County Library District	175 Friends of Library	595.50
40822	06/04/2020	Mac's Towing. LLC	1750 - Fleet Management	109 Fleet Management	75.00
40823	06/04/2020	Mack's Auto Parts Inc	1710 - Heavy Fleet Management	600 Heavy Fleet Management	5.40
40823	06/04/2020	Mack's Auto Parts Inc	1750 - Fleet Management	109 Fleet Management	252.48
40824	06/04/2020	Maddux & Sons Inc	4010 - Highway Dept Administration	251 Highway Fund	13,160.28
40825	06/04/2020	Merle's Automotive Supply	1750 - Fleet Management	109 Fleet Management	1,353.90
40826	06/04/2020	Moody Enterprises Inc	1750 - Fleet Management	109 Fleet Management	102.00
40827	06/04/2020	Morgan, J. Michael Ph. D.	0810 - Court Administration	100 General Fund	295.00
40828	06/04/2020	Motorola Solutions Inc	1800 - IT/Communications	400 County Capital Projects	567,292.02
40829	06/04/2020	Motorola Solutions Inc	3000 - Sheriff	216 SEACOM Operations	67,318.59
40830	06/04/2020	Nyander, Penny Sue	0600 - County Attorney	100 General Fund	756.00
40830	06/04/2020	Nyander, Penny Sue	0810 - Court Administration	100 General Fund	992.40
40831	06/04/2020	OCLC Online Computer Library Center, Inc.	8000 - County Library District	171 County Library	763.21
40831	06/04/2020	OCLC Online Computer Library Center, Inc.	8000 - County Library District	172 State Grt in Aid 08-A-2	100.31
40832	06/04/2020	OverDrive, Inc.	8000 - County Library District	175 Friends of Library	576.66
40832	06/04/2020	OverDrive, Inc.	8000 - County Library District	182 CFSA-Troller Fund	821.92
40833	06/04/2020	Pass Investigations dba Sequel Polygraph	3000 - Sheriff	100 General Fund	450.00
40834	06/04/2020	Prudential Overall Supply	1710 - Heavy Fleet Management	600 Heavy Fleet Management	154.54
40834	06/04/2020	Prudential Overall Supply	1750 - Fleet Management	109 Fleet Management	580.76
40835	06/04/2020	PSI Electronics, LLC dba Puget Sound Instrument	5000 - Health Dept	100 General Fund	5,952.14
40836	06/04/2020	Red Eye Radiator and DPF Specialists LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	226.09
40837	06/04/2020	Runbeck Election Services Inc.	0400 - Recorder	100 General Fund	24,312.36
40838	06/04/2020	RWC Group	1710 - Heavy Fleet Management	600 Heavy Fleet Management	4,254.67
40839	06/04/2020	Safelite Autoglass Corp.	1750 - Fleet Management	100 General Fund	708.31

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
40840	06/04/2020	Schlesinger, Aaron	0810 - Court Administration	100 General Fund	1,353.00
40841	06/04/2020	Senergy Petroleum LLC	1750 - Fleet Management	109 Fleet Management	1,773.46
40842	06/04/2020	Senergy Petroleum LLC	1710 - Heavy Fleet Management	600 Heavy Fleet Management	4,596.70
40842	06/04/2020	Senergy Petroleum LLC	1750 - Fleet Management	109 Fleet Management	12,600.95
40843	06/04/2020	Sheakley Pension Administration Inc.	2200 - Human Resources	501 Cochise Combined Trust	555.00
40844	06/04/2020	SHI International Corp.	1800 - IT/Communications	100 General Fund	66,403.94
40844	06/04/2020	SHI International Corp.	1800 - IT/Communications	325 HAVA Grant-IT	45,000.00
40845	06/04/2020	Shoemaker, Brad	1750 - Fleet Management	109 Fleet Management	225.00
40846	06/04/2020	Sierra Vista Builders Supply	4010 - Highway Dept Administration	251 Highway Fund	288.49
40847	06/04/2020	Sierra Vista NAPA	1710 - Heavy Fleet Management	600 Heavy Fleet Management	35.83
40848	06/04/2020	Southwest Gas Corporation	2100 - Facilities Management	100 General Fund	810.48
40848	06/04/2020	Southwest Gas Corporation	4010 - Highway Dept Administration	251 Highway Fund	642.12
40849	06/04/2020	Sparkletts	0500 - Elections	100 General Fund	56.30
40849	06/04/2020	Sparkletts	1800 - IT/Communications	100 General Fund	65.16
40849	06/04/2020	Sparkletts	1900 - Development Services	100 General Fund	70.46
40849	06/04/2020	Sparkletts	2100 - Facilities Management	100 General Fund	83.20
40850	06/04/2020	Sulphur Springs Valley Electric Cooperative, Inc.	7000 - Solid Waste	505 Solid Waste	157.46
40851	06/04/2020	Sulphur Springs Valley Electric Cooperative, Inc.	1800 - IT/Communications	100 General Fund	574.33
40851	06/04/2020	Sulphur Springs Valley Electric Cooperative, Inc.	2100 - Facilities Management	100 General Fund	510.86
40851	06/04/2020	Sulphur Springs Valley Electric Cooperative, Inc.	4010 - Highway Dept Administration	251 Highway Fund	391.35
40851	06/04/2020	Sulphur Springs Valley Electric Cooperative, Inc.	7000 - Solid Waste	505 Solid Waste	77.26
40852	06/04/2020	Sune D14 Misc-A Holdings, LLC	2100 - Facilities Management	100 General Fund	11,708.40
40853	06/04/2020	Tecta America Corp	2100 - Facilities Management	400 County Capital Projects	234,589.91
40854	06/04/2020	The Bisbee Observer LLC	0200 - Treasurer	100 General Fund	230.61
40854	06/04/2020	The Bisbee Observer LLC	2200 - Human Resources	100 General Fund	246.86
40855	06/04/2020	Thomson West	1350 - Legal Defender	100 General Fund	258.64
40856	06/04/2020	Those Guys Auto	1750 - Fleet Management	109 Fleet Management	819.20
40857	06/04/2020	TransUnion Risk and Alternative Data Solutions	1350 - Legal Defender	100 General Fund	54.80
40858	06/04/2020	Trinity Services Group, Inc.	3000 - Sheriff	100 General Fund	31,723.53
40859	06/04/2020	Tucson Medical Center	5000 - Health Dept	100 General Fund	12,285.83
40860	06/04/2020	UniFirst Corporation	2100 - Facilities Management	100 General Fund	150.17
40861	06/04/2020	United Fire Equipment Company	1750 - Fleet Management	109 Fleet Management	322.26
40862	06/04/2020	Verizon Wireless	3000 - Sheriff	100 General Fund	5,128.64
40863	06/04/2020	Villa, Claudia	0100 - Board of Supervisors	100 General Fund	192.33
40864	06/04/2020	Voyager Fleet System, Inc.	1750 - Fleet Management	109 Fleet Management	3,818.53
40865	06/04/2020	Vulcan Materials	4010 - Highway Dept Administration	251 Highway Fund	1,371.02
40866	06/04/2020	W W Grainger Inc	5000 - Health Dept	532 COVID-19 CDC	4,487.77
40867	06/04/2020	W. R. Ryan Company	1750 - Fleet Management	109 Fleet Management	2,738.93
40868	06/04/2020	Waste Management of Arizona, Inc.	2100 - Facilities Management	100 General Fund	183.70
40868	06/04/2020	Waste Management of Arizona, Inc.	2100 - Facilities Management	105 Bisbee/Douglas Airport	452.37
40868	06/04/2020	Waste Management of Arizona, Inc.	4010 - Highway Dept Administration	251 Highway Fund	591.01
40869	06/04/2020	Watson Chevrolet Inc	1750 - Fleet Management	109 Fleet Management	940.09
40869	06/04/2020	Watson Chevrolet Inc	1760 - Fleet - Capital	109 Fleet Management	19.28
40870	06/04/2020	Waxie Sanitary Supply	2100 - Facilities Management	100 General Fund	1,052.85
40870	06/04/2020	Waxie Sanitary Supply	3000 - Sheriff	100 General Fund	589.14
40871	06/04/2020	Westlawn Chapel & Mortuary	5000 - Health Dept	100 General Fund	500.00
40872	06/04/2020	Wick Communications	1900 - Development Services	100 General Fund	191.78
40872	06/04/2020	Wick Communications	2200 - Human Resources	100 General Fund	875.14
40873	06/04/2020	Willcox, City of	2100 - Facilities Management	100 General Fund	981.97
40873	06/04/2020	Willcox, City of	4010 - Highway Dept Administration	251 Highway Fund	566.78
40873	06/04/2020	Willcox, City of	7000 - Solid Waste	505 Solid Waste	143.70
40874	06/04/2020	WIST Office Products Co	0600 - County Attorney	100 General Fund	335.33
40875	06/04/2020	Zumar Industries, Inc.	4010 - Highway Dept Administration	251 Highway Fund	5,699.20
40876	06/04/2020	Cochise County Finance Revolving Fund	1600 - Finance	100 General Fund	96.00
40877	06/04/2020	Cochise County Finance Revolving Fund	1600 - Finance	100 General Fund	9.00

WARRANT #	CHECK DATE	VENDOR NAME	DEPARTMENT	FUND NAME	AMOUNT
40878	06/04/2020	Hoke, Jorge	3000 - Sheriff	100 General Fund	700.00
40879	06/04/2020	Hopper Jr., Albert N	2100 - Facilities Management	400 County Capital Projects	7,230.00
40880	06/04/2020	Quality Carpet & Tile	2100 - Facilities Management	400 County Capital Projects	9,045.39
40881	06/04/2020	Trachtman, Sean	1800 - IT/Communications	100 General Fund	1,067.50
40882	06/04/2020	Erica Acosta	0920 - Justice Court 2	100 General Fund	25.00
40883	06/04/2020	Baker, Jennie Marie	0940 - Justice Court 4	100 General Fund	32.84
40884	06/04/2020	Contreras, Jesus	0920 - Justice Court 2	100 General Fund	16.81
40885	06/04/2020	RICHARD GARCIA	0910 - Justice Court 1	100 General Fund	500.00
40886	06/04/2020	DANISHA RICHARDSON	0910 - Justice Court 1	100 General Fund	500.00
40887	06/04/2020	Claudia Susana Rivera	0920 - Justice Court 2	100 General Fund	25.00
40888	06/04/2020	Romero, Alexa Melina	0940 - Justice Court 4	100 General Fund	77.00
40889	06/04/2020	LARRY THOMPSON	0930 - Justice Court 3	100 General Fund	800.00

Consent 5.

Regular Board of Supervisors Meeting **Human Resources**

Meeting Date:	06/09/2020		
Merit Commission Member Appointments			
Submitted By:	Elda Orduno, Human Resources		
Department:	Human Resources		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	0
NAME of PRESENTER:	Elda Orduño	**TITLE of PRESENTER:**	HR Director
Docket Number (If applicable):			
Mandated Function?:		**Source of Mandate or Basis for Support?:**	

Information

Agenda Item Text:

Approve Merit Commission member appointments for Mary Gomez, Jennifer Ryan, and James Vlahovich, effective March 22, 2020 through March 21, 2024.

Background:

A.R.S. 11-353 and Merit System Rule 2.1 require a five-member commission with each member serving a four-year term. Members Gomez, Ryan, and Vlahovich's wish to continue serving as members of the commission.

Department's Next Steps (if approved):

If approved, Human Resources will advise the commission members.

Impact of NOT Approving/Alternatives:

If not approved, the commission will only have 2 of the 5 members required and will not be able to perform its duties due to lack of quorum. The Board of Supervisors would then need to consider new applicants for appointment to the commission.

To BOS Staff: Document Disposition/Follow-Up:

Advise HR once approved or disapproved.

Attachments

No file(s) attached.

Consent 6.

Regular Board of Supervisors Meeting **Juvenile Probation**

Meeting Date:	06/09/2020		
FY21 Family Counseling	Funding Agreement		
Submitted By:	Teresa Rockrich, Adult Probation		
Department:	Juvenile Probation		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	2
NAME of PRESENTER:	Teresa Rockrich	**TITLE of PRESENTER:**	Administrative Finance Manager
Mandated Function?:	Not Mandated	**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:

Adopt Resolution 20-03 to approve Fiscal Year 2020-2021 Family Counseling funding agreement as provided by the Arizona Supreme Court, Administrative Office of the Courts (AOC), in the amount of $12,583 and the required $3,146 matching funds, effective July 1, 2020 through June 30, 2021.

Background:

Juvenile Probation receives the funding from the AOC and together with the matching funds from Cochise County can provide counseling services for families that would otherwise not be able to pay for services.

Department's Next Steps (if approved):

Juvenile Probation will send all signed documents to the AOC for processing of revenue for FY21.

Impact of NOT Approving/Alternatives:

No funding for family counseling services to the families within Cochise County.

To BOS Staff: Document Disposition/Follow-Up:

Please call 432-8819 for pick up after Board Resolution has been signed by Tom Borer, Chairperson, Board of Supervisors.

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

Court Certification
FY21 Allocation
Grant Approval Form Family Counseling
Resolution

ARIZONA SUPREME COURT
ADMINISTRATIVE OFFICE OF THE COURTS
JUVENILE JUSTICE SERVICES DIVISION

FAMILY COUNSELING
FISCAL YEAR 2021

Court Certification

I. The Juvenile Division of the Superior Court in Cochise County certifies that the amount expended by the county for purposes of determining matching funds has been utilized to supplement, not supplant, county or state funds that would otherwise be made available for family counseling services.

II. The Juvenile Division of the Superior court in Cochise County certifies that the amount of aid provided by the state and county to a family counseling program pursuant to this article does not exceed 70% of the program's annual operating budget.

III. (Complete if information is not contained in the Annual Resolution of the Board of Supervisors.)

The Juvenile Division of the Superior Court in Cochise County certifies that the matching funds as required in A.R.S. Section ' 8-261(4) and ' 8-265(A) have been provided by the county for fiscal year 2021 as follows (include amounts and explanation):

_____

_____

_____

_____

James L. Conlogue
Presiding Juvenile Court Judge

05/21/2020
Date

Please file with:
Arizona Supreme Court
Administrative Office of the Courts
Juvenile Justice Services Division
Attention: TC Colla, Program Manager
1501 West Washington Street, Suite 337
Phoenix, Arizona 85007-3231

FAMILY COUNSELING
FUND ALLOCATION SCHEDULE
FY 2021

COUNTY	JUVENILE POPULATION 17 & UNDER	PERCENTAGE OF TOTAL	BASE ENTITLEMENT	*POPULATION ALLOCATION	*TOTAL BUDGET ALLOCATION	COUNTY MATCH	FIRST DISTRIB. OCT. 31, 2020	*SECOND DISTRIB. APR. 15, 2021
Apache	**19,260**	**1.1476%**	5,000	4,877	9,877	2,470	4,839	5,038
Cochise	**29,944**	**1.7842%**	5,000	7,583	12,583	3,146	6,166	6,417
Coconino	**30,995**	**1.8469%**	5,000	7,849	12,849	3,212	6,296	6,553
Gila	**10,967**	**0.6535%**	5,000	2,777	7,777	1,944	3,811	3,966
Graham	**10,680**	**0.6364%**	5,000	2,705	7,705	1,926	3,775	3,930
Greenlee	**2,719**	**0.1620%**	5,000	689	5,689	1,422	2,788	2,901
La Paz	**4,132**	**0.2462%**	5,000	1,046	6,046	1,512	2,963	3,083
Maricopa	**1,052,877**	**62.7368%**	5,000	266,631	271,631	67,907	133,099	138,532
Mohave	**39,751**	**2.3686%**	5,000	10,067	15,067	3,767	7,383	7,684
Navajo	**29,964**	**1.7854%**	5,000	7,588	12,588	3,147	6,168	6,420
Pima	**221,954**	**13.2254%**	5,000	56,208	61,208	15,302	29,992	31,216
Pinal	**112,639**	**6.7117%**	5,000	28,525	33,525	8,381	16,427	17,098
Santa Cruz	**13,414**	**0.7993%**	5,000	3,397	8,397	2,099	4,115	4,282
Yavapai	**39,868**	**2.3756%**	5,000	10,096	15,096	3,774	7,397	7,699
Yuma	**59,081**	**3.5204%**	5,000	14,962	19,962	4,991	9,781	10,181
TOTAL	**1,678,245**	**100.00%**	**75,000**	**425,000**	**500,000**	**125,000**	**245,000**	**255,000**

Source: Arizona Department of Economic Security, Research Administration, Population Statistics Unit. Arizona population projections for 2017-2055.

*Total reflects rounding adjustments.

Unallocated

APPROVED:

Joseph Kelroy
Director; Juvenile Justice Services Division

GRAND TOTAL **500,000**

N:\JJSD\FY2019\1075\FY19_famco.xlsx

CK SUM **500,000**

COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator: Date Prepared:

Point of Contact: Phone Number:

Department:

PRIMARY GRANT

Primary Grantor: CFDA: www.CFDA.gov

Grant Title:

Grant Term From: To: Total Award Amount:

New Grant: Yes No Grant No:

Amendment: Yes No Amendment No:

GL Account No: If new, Finance will assign a fund number.

Strategic Plan: District: Mandated by Law Yes No

Number of Positions Funded:

Asset(s) Acquired:

Grantor's reimbursement mileage rate:

Health or pension reimbursement: Other reimbursement:

Briefly describe the purpose of the grant:

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

PRIMARY FUNDING SOURCE

Funding Year: Federal Funds 332.100

State Funds 336.100

County Funds 391.000

Other Funds:

Total Funds:

Has this amount been budgeted? Yes No

Method of collecting funds: Lump Sum Quarterly Draw Reimbursement

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

(a) Total indirect (A-87) Cost Allocation: (b) Amount of overhead allowed by grant:

County Subsidy (a) - (b) =

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

Name of Grant: Funder:

If yes please complete an additional grant approval form.

Is County match required? Yes No

County match source:

County match dollar amount or percentage:

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

ARIZONA SUPREME COURT
ADMINISTRATIVE OFFICE OF THE COURTS
JUVENILE JUSTICE SERVICES DIVISION

FAMILY COUNSELING
FISCAL YEAR 2021

Board Resolution

Resolution 20-03

The Cochise County Board of Supervisors hereby elects to have the county participate in the Family Counseling Program as provided for in A.R.S. Section §8-261 through §8-265 for fiscal year 2021.

The Board of Supervisors resolves that $3,146 in matching funds will be provided by this county's Board of Supervisors for Cochise County, Arizona.

Clerk of the Board	Date
Chairperson, Board of Supervisors	Date

Please file with:

Arizona Supreme Court
Administrative Office of the Courts
Juvenile Justice Services Division
Attention: TC Colla, Program Manager
1501 West Washington Street, Suite 337
Phoenix, Arizona 85007-3231

ARIZONA SUPREME COURT
ADMINISTRATIVE OFFICE OF THE COURTS
JUVENILE JUSTICE SERVICES DIVISION

FAMILY COUNSELING
FISCAL YEAR 2021

Board Resolution

Resolution 20-03

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Please file with:

Arizona Supreme Court
Administrative Office of the Courts
Juvenile Justice Services Division
Attention: TC Colla, Program Manager
1501 West Washington Street, Suite 337
Phoenix, Arizona 85007-3231

ARIZONA SUPREME COURT
ADMINISTRATIVE OFFICE OF THE COURTS
JUVENILE JUSTICE SERVICES DIVISION

FAMILY COUNSELING
FISCAL YEAR 2021

Court Certification

I. The Juvenile Division of the Superior Court in Cochise County certifies that the amount expended by the county for purposes of determining matching funds has been utilized to supplement, not supplant, county or state funds that would otherwise be made available for family counseling services.

II. The Juvenile Division of the Superior court in Cochise County certifies that the amount of aid provided by the state and county to a family counseling program pursuant to this article does not exceed 70% of the program's annual operating budget.

III. (Complete if information is not contained in the Annual Resolution of the Board of Supervisors.)

The Juvenile Division of the Superior Court in Cochise County certifies that the matching funds as required in A.R.S. Section ' 8-261(4) and ' 8-265(A) have been provided by the county for fiscal year 2021 as follows (include amounts and explanation):

_____

_____

_____

_____

Jane L. Conlogue
Presiding Juvenile Court Judge

05/21/2020
Date

Please file with:
Arizona Supreme Court
Administrative Office of the Courts
Juvenile Justice Services Division
Attention: TC Colla, Program Manager
1501 West Washington Street, Suite 337
Phoenix, Arizona 85007-3231

Consent 5.

Regular Board of Supervisors Meeting **Juvenile Probation**

Meeting Date:	06/09/2020		
FY21 Family Counseling Funding Agreement			
Submitted By:	Teresa Rockrich, Adult Probation		
Department:	Juvenile Probation		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	2
NAME of PRESENTER:	Teresa Rockrich	**TITLE of PRESENTER:**	Administrative Finance Manager
Mandated Function?:	Not Mandated	**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:

Adopt Resolution to approve Fiscal Year 2020-2021 Family Counseling funding agreement as provided by the Arizona Supreme Court, Administrative office of the Courts (AOC) effective July 1, 2020 through June 30, 2021, in the amount of $12,583 and the required $3,146 matching funds as budgeted in the general fund budget submitted by Juvenile Probation.

Background:

Juvenile Probation receives the funding from the AOC and together with the matching funds from Cochise County can provide counseling services for families that would otherwise not be able to pay for services.

Department's Next Steps (if approved):

Juvenile Probation will send all signed documents to the AOC for processing of revenue for FY21.

Impact of NOT Approving/Alternatives:

No funding for family counseling services to the families within Cochise County.

To BOS Staff: Document Disposition/Follow-Up:

Please call 432-8819 for pick up after Board Resolution has been signed by Tom Borer, Chairperson, Board of Supervisors.

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

Resolution
Court Certification
FY21 Allocation
Grant Approval Form Family Counseling

FAMILY COUNSELING
FUND ALLOCATION SCHEDULE
FY 2021

COUNTY	JUVENILE POPULATION 17 & UNDER	PERCENTAGE OF TOTAL	BASE ENTITLEMENT	*POPULATION ALLOCATION	*TOTAL BUDGET ALLOCATION	COUNTY MATCH	FIRST DISTRIB. OCT. 31, 2020	*SECOND DISTRIB. APR. 15, 2021
Apache	19,260	1.1476%	5,000	4,877	9,877	2,470	4,839	5,038
Cochise	29,944	1.7842%	5,000	7,583	12,583	3,146	6,166	6,417
Coconino	30,995	1.8469%	5,000	7,849	12,849	3,212	6,296	6,553
Gila	10,967	0.6535%	5,000	2,777	7,777	1,944	3,811	3,966
Graham	10,680	0.6364%	5,000	2,705	7,705	1,926	3,775	3,930
Greenlee	2,719	0.1620%	5,000	689	5,689	1,422	2,788	2,901
La Paz	4,132	0.2462%	5,000	1,046	6,046	1,512	2,963	3,083
Maricopa	1,052,877	62.7368%	5,000	266,631	271,631	67,907	133,099	138,532
Mohave	39,751	2.3686%	5,000	10,067	15,067	3,767	7,383	7,684
Navajo	29,964	1.7854%	5,000	7,588	12,588	3,147	6,168	6,420
Pima	221,954	13.2254%	5,000	56,208	61,208	15,302	29,992	31,216
Pinal	112,639	6.7117%	5,000	28,525	33,525	8,381	16,427	17,098
Santa Cruz	13,414	0.7993%	5,000	3,397	8,397	2,099	4,115	4,282
Yavapai	39,868	2.3756%	5,000	10,096	15,096	3,774	7,397	7,699
Yuma	59,081	3.5204%	5,000	14,962	19,962	4,991	9,781	10,181
TOTAL	1,678,245	100.00%	75,000	425,000	500,000	125,000	245,000	255,000

Source: Arizona Department of Economic Security, Research Administration, Population Statistics Unit. Arizona population projections for 2017-2055.

*Total reflects rounding adjustments.

APPROVED: Joseph Kelroy — Digitally signed by Joseph Kelroy Date: 2020.04.24 08:48:34 -07'00'

Joseph Kelroy
Director; Juvenile Justice Services Division

Unallocated

GRAND TOTAL 500,000

CK SUM 500,000

N:\JJSD\FY2019\1075\FY19_famco.xlsx

COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator: Teresa Rockrich

Date Prepared: 05/21/20

Point of Contact: Teresa Rockrich

Phone Number: 520-432-8819

Department: **Juvenile Probation**

PRIMARY GRANT

Primary Grantor: Arizona Supreme Court, Admin. Office of the Courts

CFDA: www.CFDA.gov

Grant Title: Family Counseling

Grant Term From: 07/01/2020 To: 06/30/2021 Total Award Amount: 12,583.00

New Grant: ☐ Yes ☑ No Grant No:

Amendment: ☐ Yes ☑ No Amendment No:

GL Account No: 154-1200 If new, Finance will assign a fund number.

Strategic Plan: **Public Safety and Justice** District: **CW** Mandated by Law ☐ Yes ☑ No

Number of Positions Funded: 0

Asset(s) Acquired:

Grantor's reimbursement mileage rate:

Health or pension reimbursement: Other reimbursement:

Briefly describe the purpose of the grant:

The purpose of these treatment/intervention funds are to support the juvenile courts and probation departments to impact the number of repetitive offenders.

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

PRIMARY FUNDING SOURCE

Funding Year: 2021

Federal Funds 332.100

State Funds 336.100 12,583.00

County Funds 391.000

Other Funds: 3,146.00

Total Funds: 15,729.00

Has this amount been budgeted? ☑ Yes ☐ No

Method of collecting funds: ☐ Lump Sum ☑ Quarterly ☐ Draw ☐ Reimbursement

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

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

(b) Amount of overhead allowed by grant:

County Subsidy (a) - (b) =

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

Name of Grant:

Funder:

If yes please complete an additional grant approval form.

Is County match required? ☑ Yes ☐ No

County match source: 100-1200-1210-550.000

County match dollar amount or percentage: 3146.00

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

Consent 7.

Regular Board of Supervisors Meeting **Juvenile Probation**

Meeting Date:	06/09/2020		
FY20 Juvenile Probation	Title IV-E Reimbursement		
Submitted By:	Tilly Leon, Juvenile Probation		
Department:	Juvenile Probation		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature NOT Required	**# of ORIGINALS Submitted for Signature:**	0
NAME of PRESENTER:	Tilly Leon	**TITLE of PRESENTER:**	Business Manager
Mandated Function?:	Not Mandated	**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 Fiscal Year 2019-2020 Juvenile Probation Title IV-E funding agreement provided by the Arizona Supreme Court, Administrative Office of the Courts (AOC), in the amount of $18,586.61, effective July 1, 2019 through June 30, 2020.

Background:

This is a Federal foster care program administered by the Arizona State Department of Child Safety and the Juvenile Justice Services Division assisting low income children. Reimbursements related to out-of-home placement.

Department's Next Steps (if approved):

Receive AOC funding

Impact of NOT Approving/Alternatives:

No reimbursement for out-of-home placement expenses.

To BOS Staff: Document Disposition/Follow-Up:

BOS approval only. No signature or additional documents/follow-up needed.

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

Title IV-E Addendum

Grant Approval Form - Title IV-E

ADDENDUM A

JUVENILE PROBATION TITLE IV-E REIMBURSEMENTS
JUVENILE COURT IN COCHISE COUNTY FOR FISCAL YEAR 2020

Addendum date: May 5, 2020 Note: This addendum supersedes all previously dated addendums

TOTAL AMOUNT AWARDED: $18,588.61

APPROVED BUDGET	APPROVED FTE's	AMOUNT
A. Personnel	0.00	-
B. ERE		-
C. Personnel - Contract	0.00	-
D. ERE - Contract		-
E. Travel		-
F. Equipment		-
G. Operating		-
H. Contract Services		18,588.61
I. Other		-
TOTAL AMOUNT TO BE DISBURSED		18,588.61

SCHEDULED DISBURSEMENTS:				
	November 20, 2019 $4,525.12	April 15, 2020 $14,063.49		

RETAINED FUNDS	AMOUNT
A. Contract Services	$0
B. Direct Payment	$0
C. Projected CS Carryforward	$0
D.	$0
TOTAL AMOUNT TO BE RETAINED	$0

Signed:

Joseph Kelroy Digitally signed by Joseph Kelroy Date: 2020.05.06 08:32:20 -07'00'

Joseph Kelroy, Division Director
Juvenile Justice Services Division - Arizona Supreme Court

Signed:

Director of Juvenile Court Services

COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator: Date Prepared:

Point of Contact: Phone Number:

Department:

PRIMARY GRANT

Primary Grantor: CFDA: www.CFDA.gov

Grant Title:

Grant Term From: To: Total Award Amount:

New Grant: Yes No Grant No:

Amendment: Yes No Amendment No:

GL Account No: If new, Finance will assign a fund number.

Strategic Plan: District: Mandated by Law Yes No

Number of Positions Funded:

Asset(s) Acquired:

Grantor's reimbursement mileage rate:

Health or pension reimbursement: Other reimbursement:

Briefly describe the purpose of the grant:

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

PRIMARY FUNDING SOURCE

Funding Year: Federal Funds 332.100

State Funds 336.100

County Funds 391.000

Other Funds:

Total Funds:

Has this amount been budgeted? Yes No

Method of collecting funds: Lump Sum Quarterly Draw Reimbursement

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

(a) Total indirect (A-87) Cost Allocation: (b) Amount of overhead allowed by grant:

County Subsidy (a) - (b) =

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

Name of Grant: Funder:

If yes please complete an additional grant approval form.

Is County match required? Yes No

County match source:

County match dollar amount or percentage:

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

Consent 8.

Regular Board of Supervisors Meeting **Workforce Development**

Meeting Date:	06/09/2020		
Approve the appointment of Ms. Jelensky Irons Irons to the Local Workforce Development Board			
Submitted By:	Anita Baca, Housing Authority		
Department:	Housing Authority		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	0
NAME of PRESENTER:	N/A	**TITLE of PRESENTER:**	N/A
Docket Number (If applicable):			
Mandated Function?:	Not Mandated	**Source of Mandate or Basis for Support?:**	

Information

Agenda Item Text:

Approve appointment of Ms. Jelensky Irons to the Local Workforce Development Board to fill an unexpired term, effective immediately through June, 30, 2024.

Background:

Attached is the appointment letter for Ms. Jelensky Irons. The Workforce Development Board appointments are made by the Board of Supervisors upon recommendation of a 'represented segment' on the WIOA Board. Attached is a list showing each of the WIOA Board appointees, with appointment date and date term expires.

Department's Next Steps (if approved):

If approved, WIOA will be notified of the appointments, and we will request confirmation of an updated WIOA board appointees list.

Impact of NOT Approving/Alternatives:

Vacancies will continue to exist on the WIOA Board with certain segments not being adequately represented.

To BOS Staff: Document Disposition/Follow-Up:

Once approved send appointment letter with Oath of Office and Open Meeting Law requirements to:

Ms. Jelensky Irons
400 West Congress Street
Suite 420, Mail Drop 5521
Tucson, Arizona 85701-1311

and email a scanned copy (letter only) to Johanna Scott at jscott@cpic-cs.org.

Attachments

Irons Workforce Development Board Appointment Letter

May 2020 Updated Workforce Development Board Terms

DEPARTMENT OF ECONOMIC SECURITY
Your Partner For A Stronger Arizona

Douglas A. Ducey
Governor

Cara M. Christ, MD, MS
Interim Director

May 6, 2020

Cochise Board of Supervisors
900 Carmelita Drive
Sierra Vista, Arizona 85635-1927

Dear Board of Supervisors:

The Department of Economic Security, Division of Employment and Rehabilitation Services, is nominating Jelensky Irons, Regional Manager to replace Teresa Celestine our previous Title III representative on the Southeastern Arizona Workforce Board.

Jelensky Irons holds the leadership position of a Regional Manager for the Employer Engagement Administration. Ms. Irons brings 12+ years of combined experience in workforce and small business financial services in the private and public sectors. Her knowledge of the programs, and partnership both in her community and across the region, will provide a valuable resource as a Title III partner for the Southeastern Arizona Workforce Development Board.

Ms. Irons's office is located at 400 West Congress Street, Ste 420, Mail Drop 5521, Tucson, Arizona 85701-1311 and her contact number is (480) 271-3302.

If you have any questions or need further information, please do not hesitate to contact me at (602) 542-2261.

Sincerely,

Lynn Larson
Deputy Assistant Director
Division of Employment and Rehabilitation Services

ARIZONA@WORK™
Innovative Workforce Solutions

Southeastern Arizona Workforce Development Board

2015-2020

Member Name	Mo/Year Appointed	Service Term	Term Expiration
	Four Year Terms 2017 – 2023		
Tim Taylor	October 2017	4 Year	6/30/2021
Teresa Celestine	October 2017	4 Year	6/30/2021
Steven Garate	October 2017	4 Year	6/30/2021
Tony Boone	November 2017	4 Year	6/30/2021
Brad Dale	September 2019	4 Year	6/30/2023
Suzette Dominquez	September 2019	4 Year	6/30/2023
	Four Year Terms 2018 – 2022		
Doris Tolbert	July 2018	4 Year	6/30/2022
Jack Bauer	July 2018	4 Year	6/30/2022
Ron Curtis	July 2018	4 Year	6/30/2022
Jason Bowling	July 2018	4 Year	6/30/2022
Evonne Cummins	July 2018	4 Year	6/30/2022
Kathleen Bullock	July 2018	4 Year	6/30/2022
Matt Bolinger	Sept 2018	4 Year	6/30/2022
Mark Gallego	October 2015	4 Year	6/30/2018
Wick Lewis	December 2018	4 Year	6/30/2022
Robert Pollock	December 2019	4 Year	6/30/2023
Edward Dummitt	December 2019	4 Year	6/30/2023
Janice Lawhorn	March 2020	4 Year	6/30/2024

ARIZONA@WORK™
Innovative Workforce Solutions

Southeastern Arizona Workforce Development Board

2015-2020

Member Name	Mo/Year Appointed	Service Term	Term Expiration
	Four Year Terms 2017 – 2023		
Tim Taylor	October 2017	4 Year	6/30/2021
Steven Garate	October 2017	4 Year	6/30/2021
Tony Boone	November 2017	4 Year	6/30/2021
Brad Dale	September 2019	4 Year	6/30/2023
Suzette Dominquez	September 2019	4 Year	6/30/2023
Jelensky T. Irons	May 2020	4 Year	6/30/2024
	Four Year Terms 2018 – 2022		
Doris Tolbert	July 2018	4 Year	6/30/2022
Jack Bauer	July 2018	4 Year	6/30/2022
Ron Curtis	July 2018	4 Year	6/30/2022
Jason Bowling	July 2018	4 Year	6/30/2022
Evonne Cummins	July 2018	4 Year	6/30/2022
Kathleen Bullock	July 2018	4 Year	6/30/2022
Matt Bolinger	Sept 2018	4 Year	6/30/2022
Mark Gallego	October 2015	4 Year	6/30/2018
Wick Lewis	December 2018	4 Year	6/30/2022
Robert Pollock	December 2019	4 Year	6/30/2023
Edward Dummitt	December 2019	4 Year	6/30/2023
Janice Lawhorn	March 2020	4 Year	6/30/2024

Public Hearings 9.

Regular Board of Supervisors Meeting **Board of Supervisors**

Meeting Date:	06/09/2020		
Ricardo's Restaurant & Lounge- Series 12 (Restaurant) Liquor License			
Submitted By:	Melissa Tucker, 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:**	2
NAME of PRESENTER:	Kim Lemons	**TITLE of PRESENTER:**	Clerk of the Board
Mandated Function?:	Not Mandated	**Source of Mandate or Basis for Support?:**	

Docket Number (If applicable):

Information

Agenda Item Text:

Approve a Series #12 (Restaurant) new liquor license application submitted by Mr. Ricardo Aguirre, for Ricardo's Restaurant & Lounge, located at 7196 S. Hwy. 92, Hereford, AZ 85615.

Background:

Mr. Ricardo Aguirre has applied for a (Restaurant), located at 7196 S. Hwy. 92, Sierra Vista, AZ 85615. The Sheriff's Office has no recommendation. Treasurer's Office advised that the property taxes for the parcel in question are not current. The Development Services Department has recommended approval of the application. There have been no formal protests to this liquor license.

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

Mr. Ricardo Aguirre 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
Affidavit of Posting
Department Review Forms

State of Arizona
Department of Liquor Licenses and Control

Created 03/11/2020 @ 10:32:26 AM

Local Governing Body Report

LICENSE

Number:		Type:	012 RESTAURANT
Name:	RICARDO'S RESTAURANT & LOUNGE		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	7196 S HWY 92 HEREFORD, AZ 85615 USA		
Mailing Address:	8177 DOWNEY STREET HEREFORD, AZ 85615 USA		
Phone:	(520)378-3220		
Alt. Phone:			
Email:	SHERYLTACO@GMAIL.COM		

AGENT

Name:	RICARDO AGUIRRE
Gender:	Male
Correspondence Address:	8177 DOWNEY STREET HEREFORD, AZ 85615 USA
Phone:	(520)378-3220
Alt. Phone:	
Email:	SHERYLTACO@GMAIL.COM

OWNER

Name:	RICHARD AGUIRRE
Gender:	Male
Correspondence Address:	8177 DOWNEY STREET HEREFORD, AZ 85615 USA
Phone:	(520)378-3220
Alt. Phone:	
Email:	SHERYLTACO@GMAIL.COM

APPLICATION INFORMATION

Application Number: 89032
Application Type: New Application
Created Date: 12/16/2019

abagail Tarazon

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.
~~Yes~~ 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)
No

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?
Yes

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?
Hereford, Arizona

12) What is the total money borrowed for the business not including the lease?
Please list lenders/people owed money for the business.
$0.00

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.
No

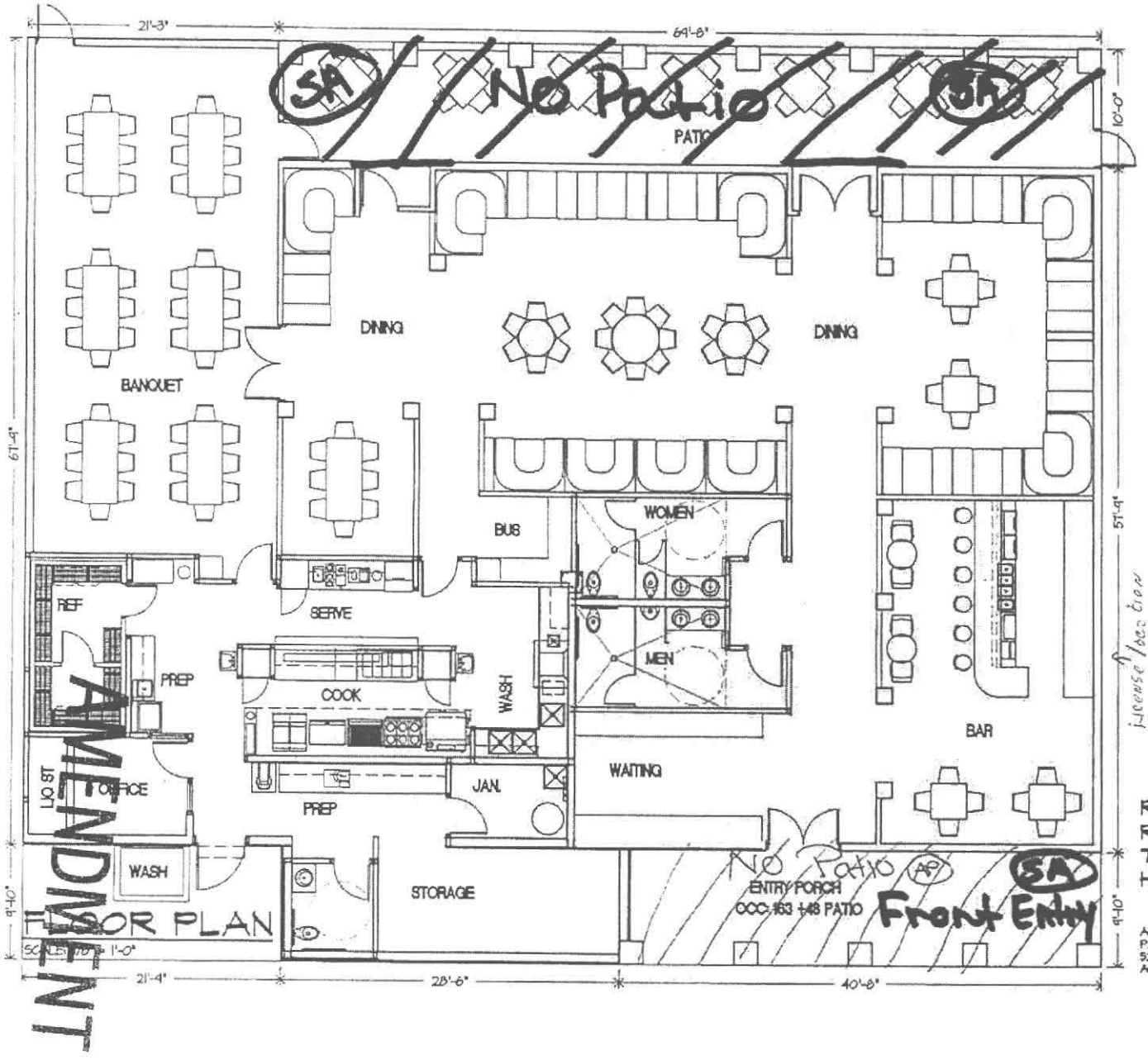
16) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No

17) Have you provided a Restaurant Operation Plan form?
Yes

18) Have you provided a Records Required for Audit form?
Yes

DOCUMENTS

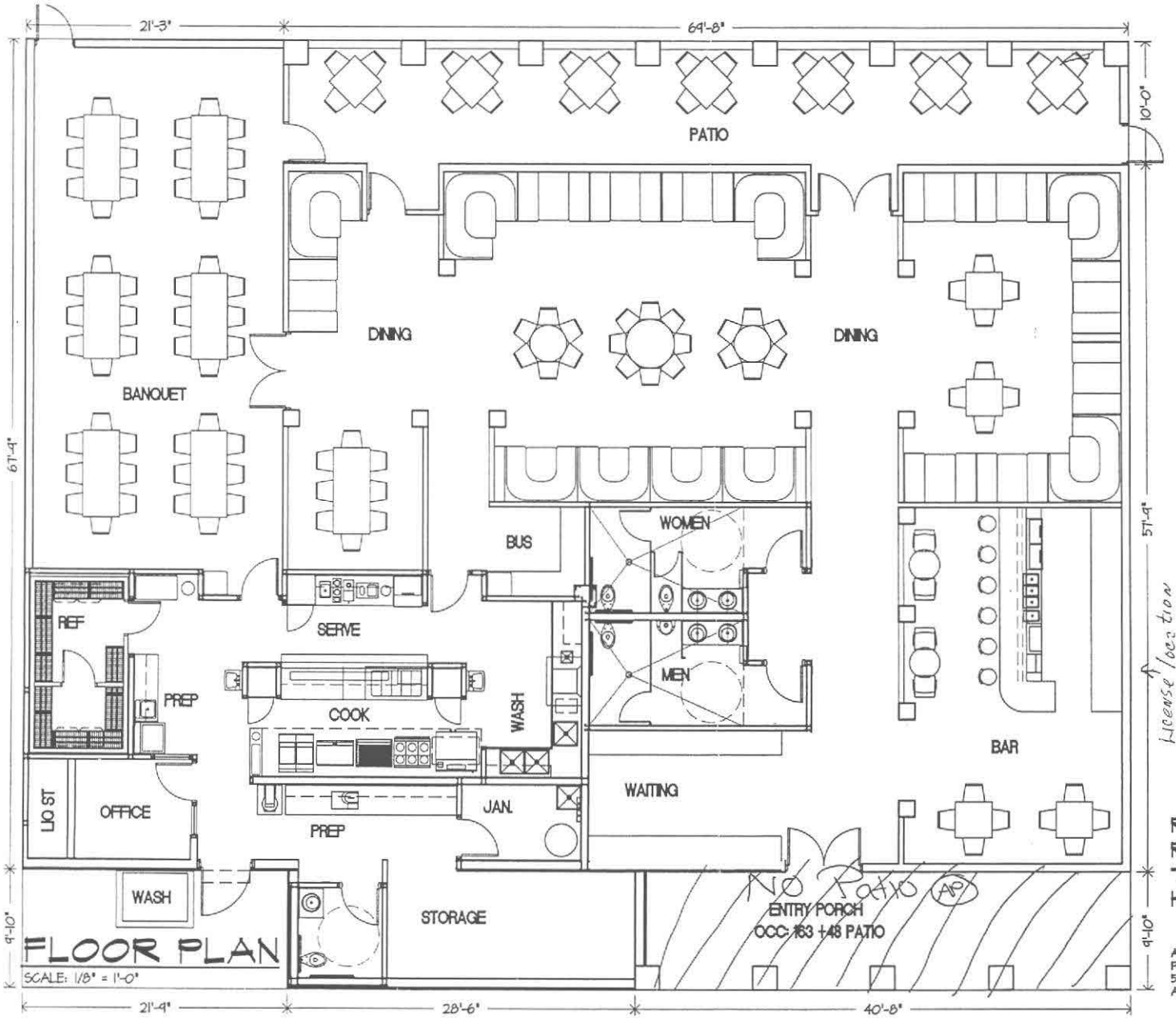
DOCUMENT TYPE	FILE NAME	UPLOADED DATE
RECORDS REQUIRED FOR AUDIT	Audit.pdf	02/11/2020
DIAGRAM/FLOOR PLAN	Citizenship.pdf	02/11/2020
QUESTIONNAIRE	Questionaire 2.pdf	02/11/2020
RESTAURANT OPERATION PLAN	Operation Plan.pdf	02/11/2020
MENU	Menus.pdf	02/12/2020



RECONSTRUCTION OF
RICARDO'S RESTAURANT
7196 HWY 92
Hereford, Arizona

ALBERT N. HOPPER, JR., ARCHITECT
P. O. BOX ABC, BISBEE, AZ 85603
520-432-5785, anhope@cableone.net
August 4, 2011

'20 MAR 10 Liqr. Lic. PM 2 47
'20 MAR 11 Liqr. Lic. AM10:38



FLOOR PLAN

SCALE: 1/8" = 1'-0"

Not to scale

RECONSTRUCTION OF
RICARDO'S RESTAURANT
7196 HWY 92
Hereford, Arizona

ALBERT N. HOPPER, JR., ARCHITECT
P. O. BOX ABC, BISBEE, AZ 85603
520-432-5745, anhop@cableone.net
August 9, 2011

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 #: 89032

'20 MAR 11 DLLC, AZ #10039

RESTAURANT OPERATION PLAN

1. Name of restaurant (Please print):
Ricardo's Restaurant LLC

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

Grill American Range	Char Coal broyler 2X4 20 Seekes
Oven Blodgett	3X4 20 plates
Freezer Turbo Air	6' high 3 deep 60" Capasity
Refrigerator 2 door 4/6	Reach in Deluy Model 4 Shelver
Sink 3 pot Sink	2X8 Stainless
Dish Washing Facilities	A-1 Series Automatic Dish Washer
Food Preparation Counter (Dimensions)	3X8 prep Counter
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)** [130]

   b. Bar area of your premises: [+ 30]

   c. Total dining and bar seating capacity of your premises: [= 160]

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?) _____ %

7. What percentage of your public premises is used primarily for restaurant dining?

(Do not include kitchen, bar, hi-top tables, or game area.) 40 %

Individuals requiring ADA accommodations call (602) 542-9027

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.)

AR 1 TV

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 Line Cook	2
Bartenders Full Service Bar	2
Hostesses 2 Cashier Seat People	2
Managers None	
Servers Tabe Servers	5
Other ( )	
Other ( )	
Other ( )	

I, Richard Aguirre, 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 Richard Aguirre Richard Aguirre
(Signature of APPLICANT)

NOTARY

State of Arizona County of Cochise

Heather Fernandez
Notary Public
Cochise County, Arizona
My Comm. Expires 03-04-2023
Commission No. 561729

The foregoing instrument was acknowledged before me this 10 day of February 2020
Day Month Year

My Commission Expires on: 03-04-2023
Date

Heather Fernandez
Signature of Notary Public

Individuals requiring ADA accommodations call (602) 542-9027

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

'20 MAR 11 Liq. Lic. AM10:39

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

Individuals requiring ADA accommodations please call (602)542-9027

13. Off-site Catering Records (must be nplete and separate from restaurant rec. .ds)

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.

REVOCATION 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) Richard Aguirre, have read and understand all aspects of this statement

X (Signature) Richard Aguirre
Controlling Person / Agent

Heather Fernandez
Notary Public
Cochise County, Arizona
My Comm. Expires 03-04-2023
Commission No. 561728

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

10 Day of February Month 2020 Year

My commission expires on: 03-04-2023

Heather Fernandez
Signature of NOTARY PUBLIC

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

'20 MAR 11 Liq. Lic. AM10:39

'20 MAR 6 Liq. Lic. PM 1:46

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.

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#: 89032

1. Check the Appropriate Box →

☑ Controlling Person	☒ Agent (AR)	☐ Premises Manager (complete all questions except #12)

2. Name: Aguirre (Last) Richard (First) (Middle) Birth Date: [redacted] (NOT a public record)

3. Social Security #: [redacted] Driver License#: [redacted] State: AZ

4. Place of birth: Bisbee (City) AZ (State) USA (COUNTRY (not county)) Height: 5'6' Weight: 160 Eyes: Brn Hair: Gry

5. Name of current/most recent spouse: Aguirre (Last) Irene (First) (Middle) Birth Date: [redacted] (NOT a public record)

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

7. Daytime telephone number: 520-378-3220 (AR) E-mail address: sheryltaco@gmail.com

8. Business Name: Ricardo's Restaurant & Lounge Business Phone: 520/378/3220

9. Business Location Address: 7196 S Hwy 92 (Street (do not use PO Box)) Hereford (City) AZ (State) Cochise (County) 85615 (Zip)

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

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
6/1971	CURRENT	Owner	7196 S Hwy 92 Hereford, AZ 85615

(ATTACH ADDITIONAL SHEET IF NECESSARY)

Individuals requiring ADA accommodations please call (602)542-2999

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
	CURRENT	
6-1990	2b-2000	8177 Downey St Hereford, Ariz. 85615

(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) Richard Aguirre 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: Richard Aguirre State of Arizona County of Cochise

The foregoing instrument was acknowledged before me this

My Commission Expires on: 03-04-2023 (Date) 10 (Day) Day of February (Month) 2020 (Year)

Heather Fernandez
Notary Public
Cochise County, Arizona
My Comm. Expires 03-04-2023
Commission No. 561726

Heather Fernandez
Signature of Notary

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

PRINT NAME: _____ SIGNATURE: _____ AMENDMENT

Individuals requiring ADA accommodations please call (602)542-2999

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
7/1973	CURRENT	8177 Downey Hereford, AZ 85615

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises? ☑ Yes ☐ No
If you answered YES, then answer **#13 below. If NO, skip to #14.**

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)** _____ 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: _____ State of _____ County of _____

The foregoing instrument was acknowledged before me this

My Commission Expires on: _____ (Date) _____ Day of _____, _____ (Day / Month / Year)

_____
Signature of Notary

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

PRINT NAME: Richard Aguirre **SIGNATURE:** _____

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

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) Richard Aguirre

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 Bisbee State (or equivalent) Arizona 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 Driver's License
Go to Section IV.

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

Individuals requiring ADA accommodations please call (602)542-9027

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.

_____
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.

Richard Aguirre
Individual Owner/Agent Printed Name

Richard Aguirre
Individual Owner/Agent Signature

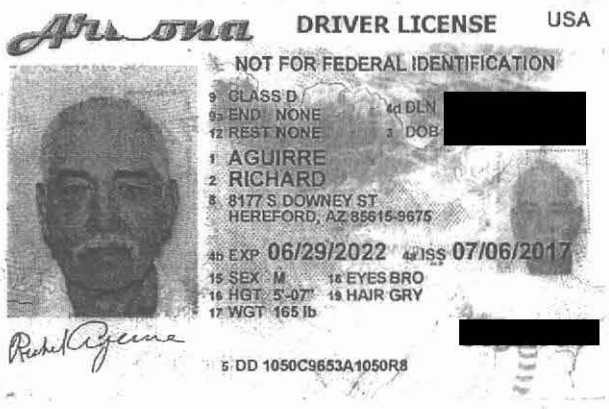
Feb 24, 2020
Today's Date

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.


Arizona DRIVER LICENSE USA

NOT FOR FEDERAL IDENTIFICATION

9 CLASS D
9a END NONE
12 REST NONE
4d DLN [redacted]
3 DOB [redacted]
1 AGUIRRE
2 RICHARD
8 8177 S DOWNEY ST
HEREFORD, AZ 85615-9675
4b EXP 06/29/2022 4a ISS 07/06/2017
15 SEX M 18 EYES BRO
16 HGT 5'-07" 19 HAIR GRY
17 WGT 165 lb
[redacted]
5 DD 1050C9653A1050R8

'20 MAR 11 Liq. Lic. AM10:39


171B7AZ00058007031

[redacted]

You Must Report a Change of Address Within 10 Days

CLASS: D-Operator
ENDORSEMENTS: None
RESTRICTIONS: None
Rev 02/14/2014

[redacted]

'20 MAR 11 Liq. Lic. #10039

*** MARGARITAS ***

DAVE'S MARGARITA
Our Famous House Margarita Topped Off With A Shot Of
Triple Sec and House Tequila
$5.50

MANGO, STRAWBERRY, BANANA, POMEGRANATE, OR PRICKLY PEAR
All Margaritas Made with House Tequila (Juarez),
Triple Sec, Lime Juice, and Sweet & Sour with
Your Choice Of:
Mango, Strawberry, Banana,
Pomegranate, or Prickly Pear
(Finest Call Syrups)
$5.00
Or Pick Your Favorite Tequila
From The List Below For
$2.00 More!
Patron
Hornitos
Sauza Blue 100% Agave
Avion
1800

RASPBERRY MARGARITA
Jose Cuervo, Chambord, Black Raspberry Liquor,
Lime Juice, Sweet and Sour
$8.50

CADILLAC MARGARITA
Sauza Tequila, Triple Sec, Sweet and Sour, Topped
with Grand Marnier
$8.50

THE DISARITA
Jose Cuervo, Amaretti Di Saronno, Triple Sec,
Sweet and Sour, Sugar Rim
$9.50

PATRON MALIBU MARGARITA
Patron Tequila, Malibu Coconut Rum, Triple Sec,
Lime Juice, Sweet and Sour
$9.50

If you would like to make your own Margarita recipe
please ask your server if it is available.

Ricardo's has a long standing tradition of carrying the finest premium liquors for everyone's preferred taste. Please view the our list and if you do not see your favorite libation please ask your server if it is available or if we do not have it let your bartender know so we can have it for your next visit!

*** VODKA ***
ABSOLUT
Chopin
SKYY
EFFEN
Pinnacle
Smirnoff
Stoli

*** WHISKEY ***
Maker's Mark, Knob Creek,
Jim Beam, Jack Daniels,
Wild Turkey, Black Velvet,
Canadian Club, Jameson,
Woodford Reserve,
Gentlemans Jack,
JD Single Barrel,
Seagrams 7, Seagrams VO

*** TEQUILA ***
Asombroso, Cabo Wabo,
Patron, Clase Azul,
Jose Cuervo,
Reserva Almendrado,
Hornitos, Avion,
Tres Generaciones,
Herradura, Partida, 1800

*** SCOTCH ***
Chivas
Glenlivet
Dalmore
Johnny Walker
Dewars

*** LIQUORS ***
Kahlua
Frangelico
Irish Cream
Midori
Irish Mist
Jager
Chambord

*** RUM ***
Cruzan, Malibu,
Bacardi, Pyrat,
Don Q, Parrot Bay,
Myers, Mount Gay,
Captain Morgan's

*** GIN ***
Beefeaters
Plymouth
Bombay
Tanqueray

* WINE BY THE BOTTLE AND WEEKLY SPECIALS *
Please ask your server for availability,
variety, and price.

see more menus @ zmenu.com

MEXICAN DINNERS

1. Taco, Enchilada, Chili Relleno, Beans, Rice.....11.95
2. Carne Machaca, Chili Relleno, Beans, Tortilla.....11.95
3. Three Enchiladas with Green Chili Salsa, 2 Eggs.....11.95
4. Red Chile Con Carne, Rice, Beans, 2 Tortillas.....11.95
5. 2 Enchiladas with Sour Cream, 1 Chili Relleno, Beans.....11.95
6. Taco, Tostada, Chili Relleno, Beef Enchilada.....11.95
7. 2 Enchiladas with Green Chile Meat on top, Beans.....11.95
8. 2 Sonora Flat Enchiladas, Rice, Beans.....11.95
9. 3 Tacos, Rice and Beans.....11.95
10. 2 Enchiladas, 2 Shrimp, 2 Tacos.....13.95
11. Pork Carnitas Dinner with Rice, Beans & Tortillas.....11.95
12. Enchilada Plate.....11.95
(3 Enchiladas with Rice and Beans) Add your favorite Meat for 2.00 extra

A LA CARTE

CHIMICHANGAS
Served with Beans and Rice

Carne Asada.....11.95
Bean.....7.95
Beef and Red Chile.....8.95
Beef and Green Chile.....8.95
Carne Machaca.....9.25
Cheese and Green Chile....7.95
Chicken.....8.95
Pork Carnitas.....9.95
Enchilada Style.....add 2.00

BURROS
Served with Beans and Rice

Carne Asada.....10.95
Bean.....6.95
Beef and Red Chile.....7.95
Beef and Green Chile.....7.95
Carne Machaca.....8.95
Chicken.....7.95
Pork Carnitas.....8.95
Enchilada Style.....add 2.00

SANDWICHES

CHARO BURGER.....8.95
½ lbs Ground Sirloin Patty, Green Chile, Cheddar & Monterey Jack Cheese and French Fries or sweet potato French Fries.

RIB EYE SANDWICH.....11.95
With French Fried Potatoes, or Sweet Potato French Fries, Lettuce and Tomatoes. Add Cheese .50

SIDE ORDERS

French Fries.....2.75
Sour Cream Dip.....3.00
Guacamole Dip.....4.25
2 Flour or 2 Corn Tortillas..1.00
Beans.....3.50
Rice.....3.50
Dinner Salad.....6.25
Ricardo's Bowls.....4.95
Chicken, Beef and Cheese, Beef and Red
Pork, Carne Machaca, Carne Asada Add

Soft Carne Asada Taco.....5.75
Chili Relleno.....3.75
Tostada.....2.75
Enchilada.....2.75
Taco-Beef.....2.75
Taco-Chicken.....2.75
Guacamole Tostada.....4.75
Single Shrimp.....3.75

DESSERTS

Sopapillas.....3.75
Ice Cream.....2.75
Fried Ice Cream.....3.75

DRINKS

Coffee.....2.00 Tea.....2.00
Milk.....2.50
Soft Drinks.....2.00
(Price Includes Refills)

see more menus @ menupix.com

There will be a $3.50 charge for any substitutions. A 18% gratuity will be charged on groups of 10 or more.

BEFORE DINNER

CHIPS and Hot Sauce.....2.50
QUESO DIP.....4.95
RICARDOS CHILE FRIES.....4.95
(French Fries baked in Enchilada Sauce)
NACHOS.....7.95
Corn chips with Beans, Green Chilis, and Cheese. Baked in the oven



CHEESE CRISP TORTILLAS
Lg.....6.00 Add Chile: .50 Sm.....5.00 Add Chile: .50

QUESADILLAS

Lg Quesadillas.....6.00 Sm Quesadillas.....5.00 Ad Chile: .50

SPECIALTIES OF THE HOUSE

STEAK RANCHERO 14oz New York.....17.95
With Green Chili Salsa, Whole Beans, Guacamole Salad, Rice and Tortilla

FEAUTAS.....13.95
3 Rolled Beef or Chicken Tacos with Guacamole and Beans and Rice

TOPOPOS.....8.50
Taco Salad in tortilla bowl with Tomatoes, Salad, Guacamole, Beans, Cheese and Choice of Meat (chicken, beef, carne machaca or carne asada Add 2.00)

TANPEQUENA DINNER.....14.95
One Enchilada & Butterfly Top Sirloin
1 Relleno, Rice and Beans

CARNE ASADA DINNER.....14.95
Beans, Rice and Tortillas

CHORIZO DINNER.....11.95
Beans, Rice, Flour Tortillas
add 2 eggs.....1.00

MANAGERS SPECIAL

Mexican Pizza
Cheese Crisp Tortilla with Carne Machaca, Onions, Diced Tomatos, Green Chili Tomato Sauce

KIDS M[illegible] (12 Under)
Small Combination [illegible].....5.95
Small Shrimp.....6.50
2 Battered and French Fries
Chicken Finger Plate.....5.50
2 Chicken Fingers & French Fries and Choice of Dipping Sauce
Mac and Cheese.....5.00
Bean Burrito with fries.....4.95
Includes Drink



CHARCOALED STEAKS

All Charcoaled Steaks served with Baked (Load your own...2.00) or FrenchFried Potatoes or Sweet Potato French Fries and Ranch Beans

PORTERHOUSE T-BONE 26oz.....26.95
NEW YORK CUT 18oz.....23.95
GROUND SIRLOIN.....12.95
RIB EYE AND SHRIMP.....21.95
(8oz Rib Eye Steak and 3 Shrimp)
TOP SIRLOIN 10oz.....14.95
BONELESS RIBEYE 16oz.....17.95

Here at Ricardo's we use the best Beef available We receive our beef fresh, and hand-cut all our own steaks in our kitchen

10% Senior Citizen and Military Discount

SEAFOOD

All Seafood served with Baked (Load your own...2.00) or FrenchFried Potatoes or Sweet Potato French Fries and Ranch Beans

FRIED SHRIMP.....15.95
(8 Jumbo Breaded Shrimp)
BONELESS RAINBOW TROUT.....12.95
Deep Fried or Charcoal Broiled

*Reminder: Consuming Raw or Undercooked Meats, Poultry, Seafood, Shellfish or Eggs may increase your Risk of Foodborne Illness.



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: 4-28-2020 Date of Posting Removal: 5-19-2020

Applicant's Name: Aguirre (Last) Ricardo (First) (Middle)

Business Address: 7196 S. Hwy 92 (Street) Hereford (City) 85615 (Zip)

License #: 89032

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.

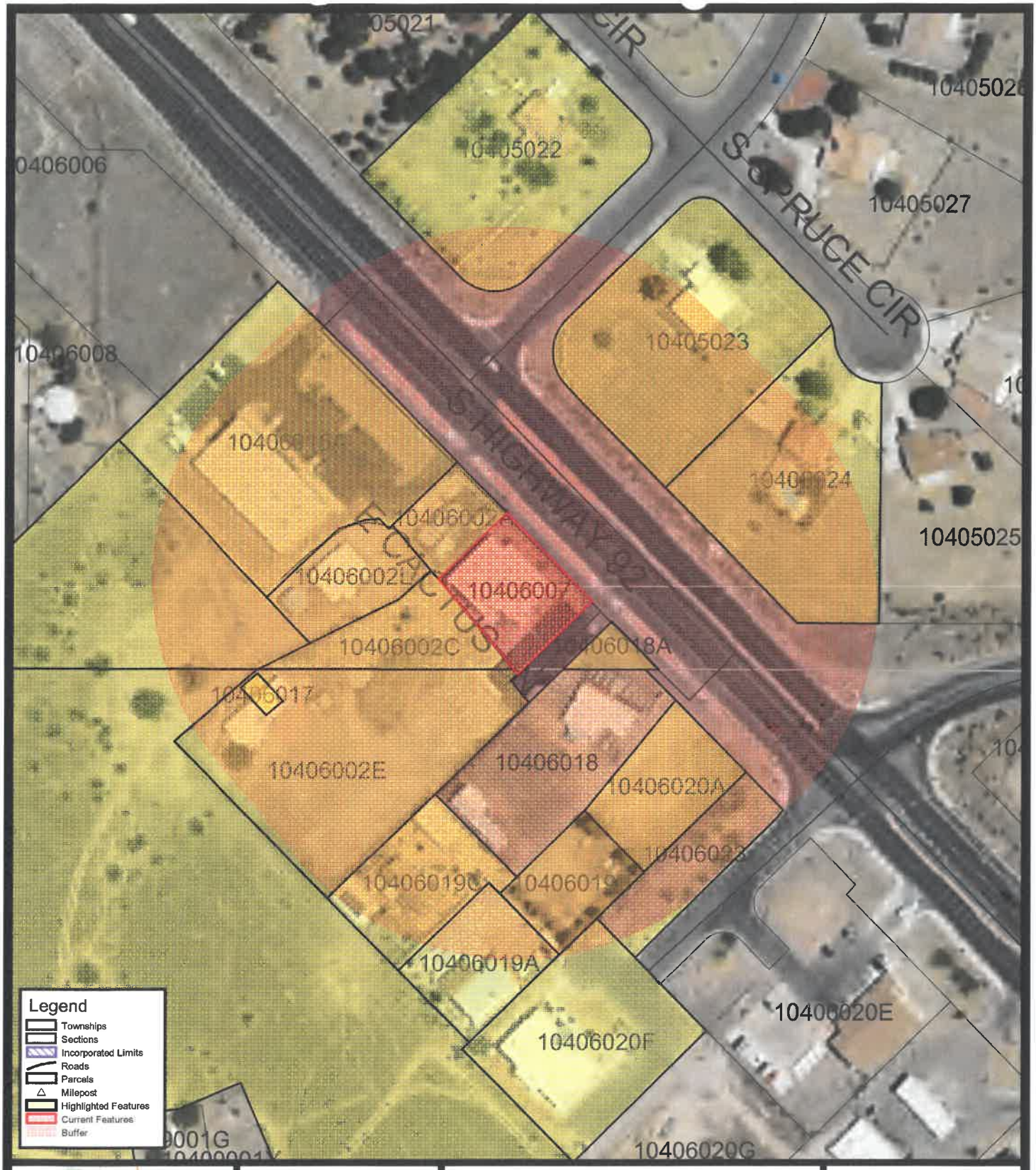
Charles R. Cooper (Print Name of City/County Official) Code Compliance officer (Title) 803-3960 (Phone Number)

Charles R Cooper (Signature) 5-19-20 (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.

Individuals requiring ADA accommodations please call (602)542-9027

04/28/2020





COUNTY OF COCHISE
1881
ARIZONA

104-06-007
Ricardo's LL Review

This map is a product of the Cochise County GIS Information Technology Dept.

0' 1" = 143'

DAmaya, 2020-04-22 14:03:39
Cochise County (\\cc-gis1\geodesy\Encompass\Admin\Metal\View.Mdb)

This document is a graphic representation of our working records.
Please report potential map corrections for review to Cochise County GIS.

COCHISE COUNTY BOARD OF SUPERVISORS

Telephone (520) 432-9200
Fax (520) 432-5016

APPLICANT INFORMATION

Applicant Name:	Ricardo Aguirre	Address:	7196 S Hwy 92
Business Name:	Ricardo's Restaurant and Lounge	City/Zip:	Hereford, AZ 85615
Liquor License #:	89032	Parcel #:	104-06-007
Ownership Type:	LLC	Liquor License ☒	Special Event Liquor License ☐
Partner(s):			

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 not 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: Rich Morales
Title: Lieutenant
Signature:
Date: 03/20/2020
Contact phone: (520)805-5672
Email: RDMorales@cochise.az.gov

Return completed form with any attachments by: March 31, 2020

COCHISE COUNTY BOARD OF SUPERVISORS

Telephone (520) 432-9200
Fax (520) 432-5016

XXXAPPLICANT INFORMATION

Applicant Name:	Ricardo Aguirre	Address:	7196 S Hwy 92
Business Name:	Ricardo's Restaurant and Lounge	City/Zip:	Hereford, AZ 85615
Liquor License #:	89032	Parcel #:	104-06-007
Ownership Type:	LLC	Liquor License ☒	Special Event Liquor License ☐
Partner(s):			

TO BE COMPLETED BY THE TREASURER'S OFFICE

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

☐ Yes XXX☐ No

If not, please attach pertinent documentation.

Comments:

THIS PARCEL IS IN BACK TAX AND ASSIGNED TO A LIEN HOLDER

Name:	KATHLEEN WILSON	Title:	TAX SPECIALIST
Signature:	KATHLEEN WILSON	Date:	03/20/2020
Contact phone:	520-432-8404	Email:	KWILSON@COCHISE.AZ.GOV

Return completed form with any attachments by: March 31, 2020

COCHISE COUNTY BOARD OF SUPERVISORS

Telephone (520) 432-9200
Fax (520) 432-5016

APPLICANT INFORMATION

Applicant Name:	Ricardo Aguirre	Address:	7196 S. Hwy. 92
Business Name:	Ricardo's Restaurant & Lounge	City/Zip:	Hereford 85615
Liquor License #:	89032	Parcel #:	104-06-007
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.

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

Name:	Michael McGee	Title:	EHS III
Signature:	Michael McGee	Date:	4/27/20
Contact phone:	520-586-8206	Email:	mmcgee@cochise.az.gov

Return completed form with any attachments by: May 11, 2020

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:	Ricardo Aguirre	Address:	7196 S. Hwy. 92
Business Name:	Ricardo's Restaurant & Lounge	City/Zip:	Hereford 85615
Liquor License #:	89032	Parcel #:	104-06-007
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	Disapproval
	☒	☐

OTHER PERTINENT INFORMATION FOR THE BOARD'S CONSIDERATION:

Proper Zoning?	Y ☒ N ☐	Zoning:	GB – General Business
Use permitted by P&Z?	Y ☒ N ☐	Permit#:	11-302
Date Permit Issued:	December 8. 2011	Use Permitted:	Restaurant
If use not permitted, is it LNC?	Y ☐ N ☒	Year LNC Established:	N/A

☐ 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:	April 28, 2020
Contact phone:	520-803-3988	Email:	damaya@cochise.az.gov

Return completed form with any attachments by: May 11, 2020

Public Hearings 10.

Regular Board of Supervisors Meeting **Board of Supervisors**

Meeting Date:	06/09/2020		
Dusty's Chuckwagon Grill & Saloon- Series 12 (Restaurant) Liquor License			
Submitted By:	Melissa Tucker, 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:**	2
NAME of PRESENTER:	Kim Lemons	**TITLE of PRESENTER:**	Clerk of the Board
Mandated Function?:	Not Mandated	**Source of Mandate or Basis for Support?:**	

Docket Number (If applicable):

Information

Agenda Item Text:

Approve a Series #12 (Restaurant) new liquor license application submitted by Mr. Bobby Eugene Douglas, for Dusty's Chuckwagon Grill & Saloon, located at 13510 S. Highway 191, Elfrida, AZ 85625.

Background:

Mr. Bobby Eugene Douglas has applied for a (Restaurant), located at 13510 S. Highway 191, Elfrida, AZ 85625. The Sheriff's Office has no recommendation. Treasurer's Office advised that the property taxes for the parcel in question are current. The Development Services Department has recommended approval of the application. There have been no formal protests to this liquor license.

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

Mr. Bobby Eugene Douglas 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 03/25/2020 @ 04:02:03 PM

Local Governing Body Report

LICENSE

Number:		Type:	012 RESTAURANT
Name:	DUSTY'S CHUCKWAGON GRILL & SALOON		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	13510 S HIGHWAY 191 ELFRIDA, AZ 85625 USA		
Mailing Address:	7216 HWY 92 HEREFORD, AZ 85615 USA		
Phone:	(000)000-0000		
Alt. Phone:	(520)285-6612		
Email:	CHUCKWAGONLLC@GMAIL.COM		

AGENT

Name:	BOBBY EUGENE DOUGLAS
Gender:	Male
Correspondence Address:	7216 HWY 92 HEREFORD, AZ 85615 USA
Phone:	(520)285-6612
Alt. Phone:	
Email:	CHUCKWAGONLLC@GMAIL.COM

OWNER

Name:	SONOITA CHUCK WAGON GRILL LLC		
Contact Name:	BOBBY DOUGLAS		
Type:	LIMITED LIABILITY COMPANY		
AZ CC File Number:	L19148492	State of Incorporation:	AZ
Incorporation Date:			
Correspondence Address:	7216 HWY 92 HEREFORD, AZ 85615 USA		
Phone:	(520)285-6612		
Alt. Phone:			
Email:	CHUCKWAGONLLC@GMAIL.COM		

Officers / Stockholders

Name:	Title:	% Interest:
BOBBY EUGENE DOUGLAS	MANAGING MEMBER	100.00

SONOITA CHUCK WAGON GRILL LLC - MANAGING MEMBER

Name:	BOBBY EUGENE DOUGLAS
Gender:	Male
Correspondence Address:	7216 HWY 92 HEREFORD, AZ 85615 USA
Phone:	(520)285-6612
Alt. Phone:	
Email:	CHUCKWAGONLLC@GMAIL.COM

APPLICATION INFORMATION

Application Number: 103185
Application Type: New Application
Created Date: 03/25/2020

Azee

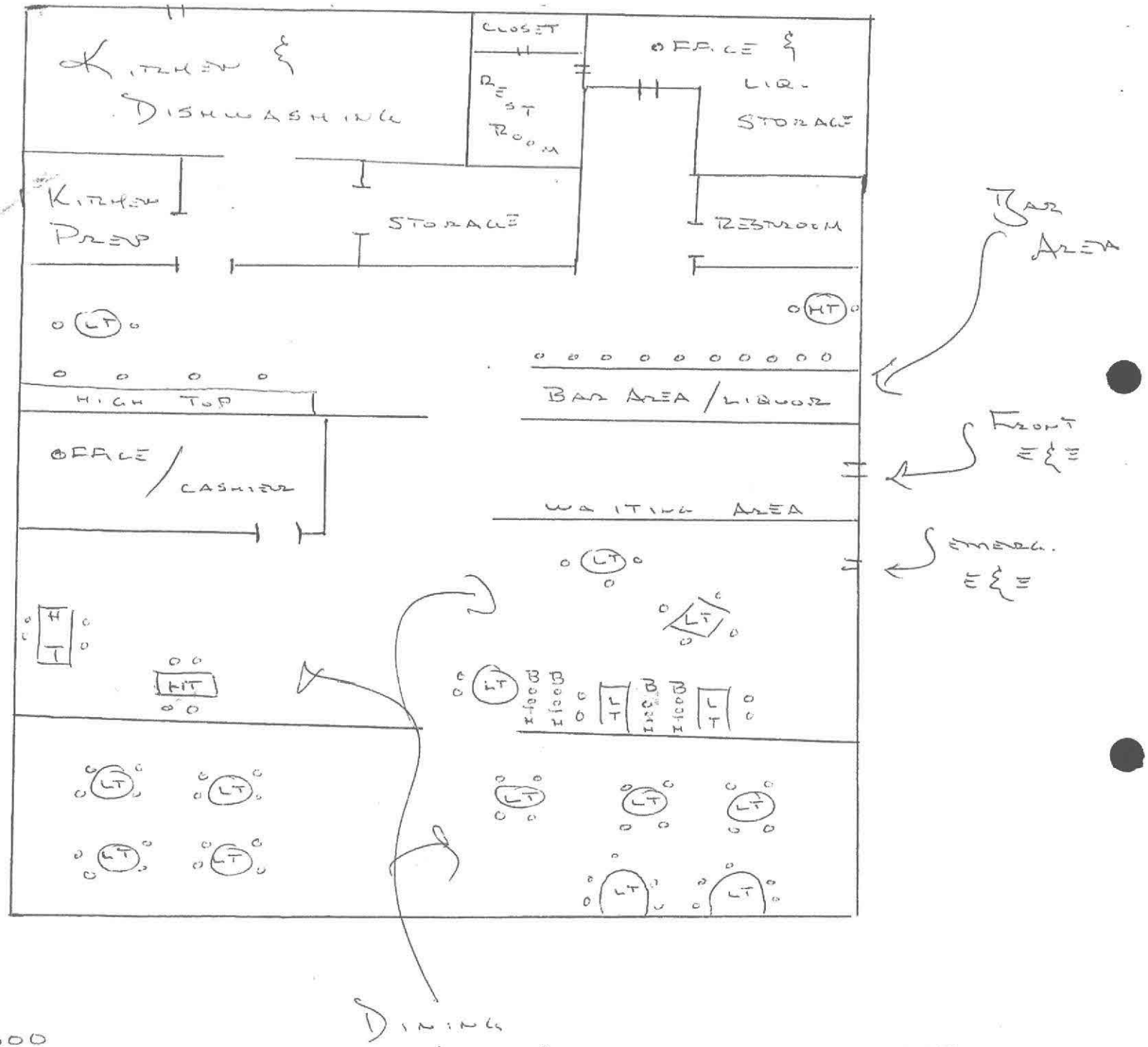
QUESTIONS & ANSWERS

012 Restaurant

1) Are you applying for an Interim Permit (INP)?
   No
2) Are you one of the following? Please indicate below.
   Property Tennant
   Sub-tenant
   Property Owner
   Property Purchaser
   Property Management Company
   Property Tenant
3) Is there a penalty if lease is not fulfilled?
   Yes
   What is the penalty?
   Landlord Lockout
4) 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
5) What is the total money borrowed for the business not including the lease?
   Please list each amount owed to lenders/individuals.
   Noe-Capital Contribution
6) Is there a drive through window on the premises?
   No
7) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
   No
8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
   Yes
   If yes, what is your estimated completion date?
   05/01/2020

DOCUMENTS

DOCUMENT TYPE	FILE NAME	UPLOADED DATE
QUESTIONNAIRE	Bobby Q Attach Training Certs ASF AZDL.pdf	03/19/2020
DIAGRAM/FLOOR PLAN	Floor Plan.pdf	03/19/2020
MENU	Menu.pdf	03/19/2020
RESTAURANT OPERATION PLAN	Rest Op Plan.pdf	03/19/2020
RECORDS REQUIRED FOR AUDIT	RRFA.pdf	03/19/2020



Approx. 3,000
SQ FT

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 #: 103185

RESTAURANT OPERATION PLAN

1. Name of restaurant (Please print): DUSTY'S CHUCKWAGON GRILL & SALOON

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

Grill	1-2' SS FLAT TOP, 1-3' SS CHAR GRILL
Oven	1-3' SS 6 BURNER GAS STOVE TOP W/OVEN, 1-2½' SS PIZZA OVEN
Freezer	1-7' SS 2 DOOR UPRIGHT
Refrigerator	1-7' SS 3 DOOR UPRIGHT, 1-6' SS 2 DOOR FLOOR UNIT, 1-3' SS SINGLE DOOR FLOOR UNIT, 1-6' SS SAND.
Sink	1-2½' SS SINK, 1-9' SS "L" 3 COMP. W/ DRAIN BOARDS, 1-1½ x 1½' SS HAND
Dish Washing Facilities	1-PRO CLEAN COMM.
Food Preparation Counter (Dimensions)	1-8' SS PREP, 1-5' SS PREP W/ CAN OPENER, 2-5' SS PREP
Other	3-ELECT. MICROWAVES, 1-SS 3 ELT. BLENDER, 1-ELECT. BREAD MACHINE, 1-ELECT. CROCK POT, 1-COMM. ICE MACHINE, 2-SS COMM. ELECT. WARMERS, 2-2 BASKET SS FAT FRYERS, 1-10' HOOD W/ ANSUL, 1-7' SS 2 DOOR UPRIGHT FREEZER

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)** [80]

   b. Bar area of your premises: [+ 10]

   c. Total dining and bar seating capacity of your premises: [= 90]

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?) 10 %

7. What percentage of your public premises is used primarily for restaurant dining?

   (Do not include kitchen, bar, hi-top tables, or game area.) 90 %

Individuals requiring ADA accommodations call (602) 542-9027

20 MAR 25 LIQ. LIC. AM 11:11

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.)

1-65" FLAT SCREEN TV

4-55" FLAT SCREEN TV

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	3
Bartenders	2
Hostesses	1
Managers	2
Servers	2
Other (DISHWASHER)	1
Other ( )	
Other ( )	

I, BOBBY EUGENE DOUGLAS, 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 PIMA

The foregoing instrument was acknowledged before me this ____ day of MARCH 2022
Day Month Year

My Commission Expires on: 06/05/2021
Date

_____
Signature of Notary Public

OFFICIAL SEAL
KEVIN A KRAMBER
Notary Public - State of Arizona
PIMA COUNTY
My Comm. Expires June 5, 2021

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

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

Individuals requiring ADA accommodations please call (602)542-9027

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.

REVOCATION 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) BOBBY EUGENE DOUGLAS, have read and understand all aspects of this statement

X (Signature) _____
Controlling Person / Agent

State of ARIZONA County of PIMA
the foregoing instrument was acknowledged before me this
17TH of MARCH 2020
Day Month Year

My commission expires on: 06/05/2021

OFFICIAL SEAL
KEVIN A KRAMBER
Notary Public - State of Arizona
PIMA COUNTY
My Comm. Expires June 5, 2021

_____
Signature of NOTARY PUBLIC

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

Individuals requiring ADA accommodations please call (602)542-9027

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

'20 MAR 25 Liq. Lic. RM

The fees allowed by R19-1-102 will be charged for all dishonored checks. FP current 5-31-2019

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#: 103185

1. Check the Appropriate Box → ☒ Controlling Person ☒ Agent ☐ Premises Manager (complete all questions except #12)

2. Name: DOUGLAS (Last) BOBBY (First) EUGENE (Middle) Birth Date: [redacted] (NOT a public record)

3. Social Security #: [redacted] Driver License#: [redacted] State: ARIZONA

4. Place of birth: LAS CRUCES (City) NM (State) USA (COUNTRY (not county)) Height: 5'08" Weight: 195 Eyes: HZL Hair: BRO

5. Name of current/most recent spouse: SINGLE - N/A (Last First Middle) Birth Date: N/A (NOT a public record)

6. Are you a bona fide resident of Arizona? ☒ Yes ☐ No If yes, what is your date of residency: 1968

7. Daytime telephone number: (520) 285-6612 E-mail address: CHUCKWAGON LLC@GMAIL.COM

8. Business Name: DUSTY'S CHUCKWAGON GRILL & SALOON Business Phone: PENDING

9. Business Location Address: 13510 S. HIGHWAY 191 (Street (do not use PO Box)) ELFRIDA (City) AZ (State) COCHISE (County) 85625 (Zip) KB

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

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
05/2019	CURRENT	OWNER	CHUCKWAGON GRILL 7216 HWY 92 HEREFORD, AZ 85615
09/2018	05/2019	UNEMPLOYED	4631 WIKENSHAM HEREFORD, AZ 85615
06/2014	09/2018	OWNER	SONOITA CHUCKWAGON GRILL 3179 HWY 83 SONOITA, AZ 85637

(ATTACH ADDITIONAL SHEET IF NECESSARY)

Individuals requiring ADA accommodations please call (602)542-2998

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
01/2019	CURRENT	4631 WIKERSHAM HEREFORD, AZ 85615
05/2005	01/2019	29 ABBY LN. SONOITA, AZ 85637

(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) BOBBY EUGENE DOUGLAS 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: _____

My Commission Expires on: 06/05/2021 (Date)

State of Arizona County of Pima

The foregoing instrument was acknowledged before me this

17TH (Day) Day of March (Month), 2020 (Year)

_____

Signature of Notary

OFFICIAL SEAL
KEVIN A KRAMBER
Notary Public - State of Arizona
PIMA COUNTY
My Comm. Expires June 5, 2021

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

PRINT NAME: _____ **SIGNATURE:** _____

Bobby Douglas
4631 Wickersham
Hereford, AZ 85615

To Whom It May Concern:

#14.

I Bobby Douglas on December 23rd, 2015 was involved in a rollover accident. At the time of the accident it was determined that emergency care was needed. My son and I were brought to the nearest emergency room at University Medical Hospital on Ajo Way in Tucson, AZ. UMC has my medical history from over the last 10 years.

I was attended to in the ER were a surgeon was called in to work on my arm that was damaged. I was released Christmas Eve (December 24th, 2015) at 4 am and was then arrested for violating a restraining order.

I had a restraining order from an ex-girlfriend of over 10 years who happened to be working that night at the ER I was taken to. I did not ask anyone about her, I did not know she was working in the ER that night and I was not aware of her job status. I was later released on bond Christmas Eve. And I was sentenced to community service and fines which I have completed and paid.

Please contact me with any questions at 520-285-6612.

Thank you,

Bobby Douglas

'20 MAR 25 Liq. Lic. PM 4:12

Bobby Douglas
4631 Wickersham
Hereford, AZ 85615

To Whom It May Concern:

I Bobby Douglas have the address of 29 Abby Lane on my driver's license which I resided at for over 16 years. I recently moved to 4631 Wickersham Hereford, AZ 85615 back in February of 2019.

I have recently opened up a new business and have not had the time to update my driver's license.

Please contact me with any questions at 520-285-6612.

Thank you,

Bobby Douglas

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

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) BOBBY EUGENE DOUGLAS

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 LAS CRUCES State (or equivalent) NM Country or Territory USA

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

2) Name of document: AZ. 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.

_____
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.

BOBBY EUGENE DOUGLAS
Individual Owner/Agent Printed Name

Individual Owner/Agent Signature

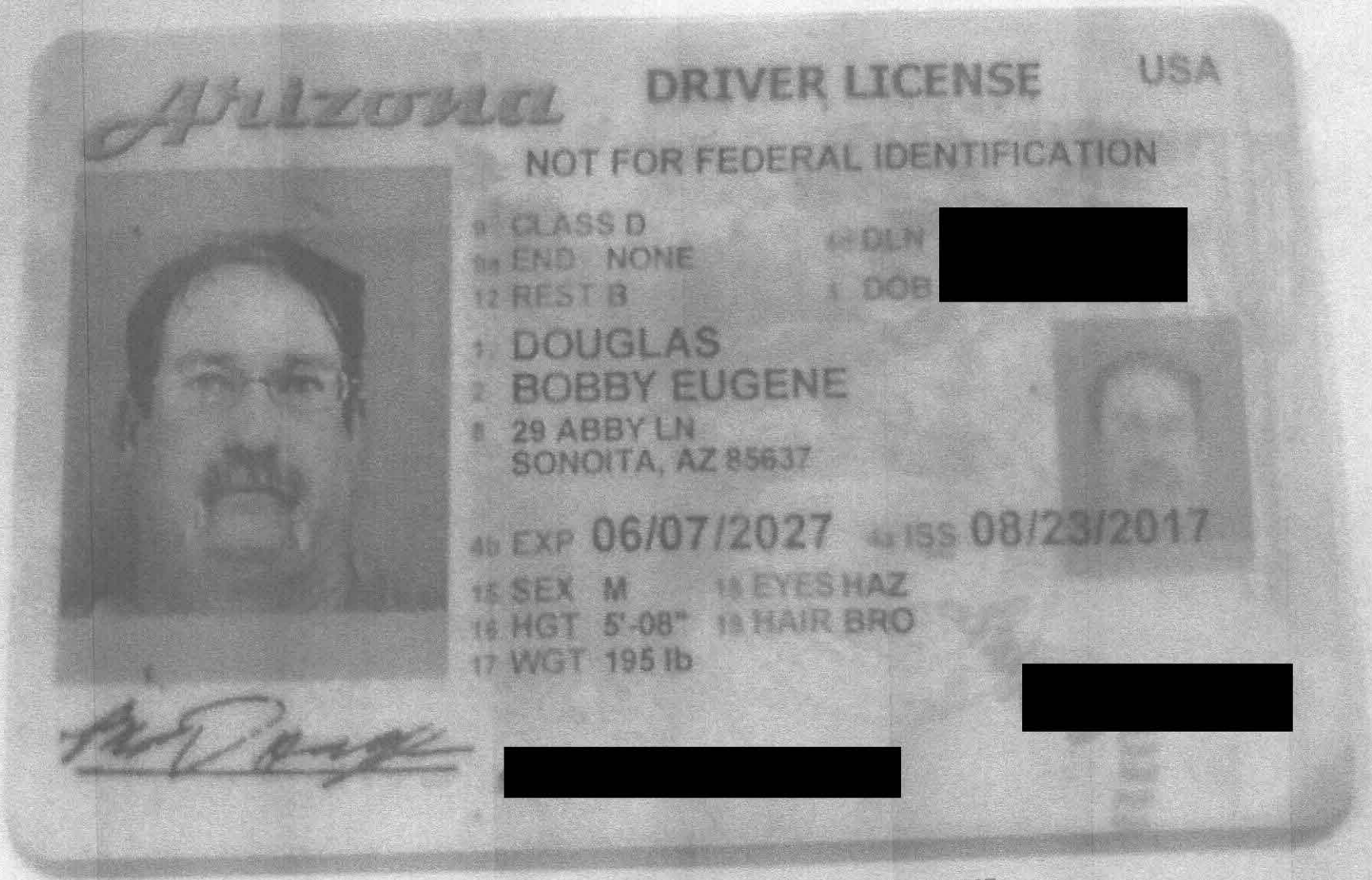
3-17-2020
Today's Date

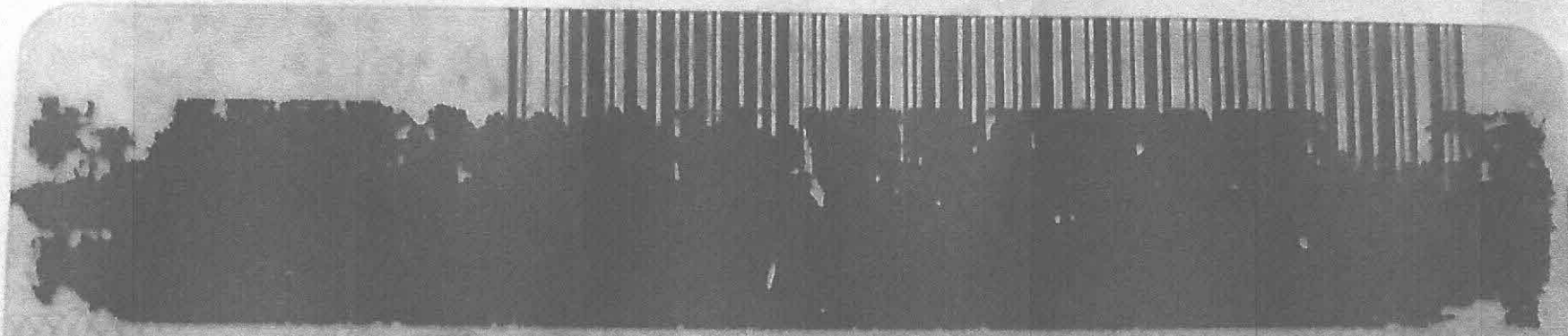
EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS

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.


Arizona
DRIVER LICENSE
USA
NOT FOR FEDERAL IDENTIFICATION
9 CLASS D
9a END NONE
12 REST B
4d DLN
4c DOB
1 DOUGLAS
2 BOBBY EUGENE
8 29 ABBY LN
SONOITA, AZ 85637
4b EXP 06/07/2027
4a ISS 08/23/2017
15 SEX M
16 EYES HAZ
18 HGT 5'-08"
19 HAIR BRO
17 WGT 195 lb



CLASS: D-Operator

Rev 02/14/2014

ENDORSEMENTS:
None

RESTRICTIONS:
B-Corrective Lens Must Be Worn

You Must Report a
Change of Address
Within 10 Days

[redacted]

17235AZ0012502040301

Certificate #_____

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

- [x] On-sale
- [ ] Off-sale
- [ ] On- and off-sale

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 Training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

BOBBY DOUGLAS
Full Name (please print)

Bobby Douglas
Signature

JANUARY 16, 2020
Training Completion Date

JANUARY 16, 2023
Certificate Expiration Date
(three years from completion date)

20 MAR 25 Liqr. Lic. #4313

Training Provider Information

AZLiquorTraining.com
Company Name

536 East Wagon Bluff Drive Tucson, AZ 85704
Mailing Address

(520) 235-5684
Daytime Contact Phone Number

I, KEVIN A. KRAMBER, certify that the above named individual did successfully complete
Instructor Name (please print)
Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Instructor Signature

16 / 01 / 2020
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)	Government (series 5)	Bar (series 6)	Beer & Wine Bar (series 7)
Conveyance (series 8)	Liquor Store (series 9)	Private Club (series 14)	Hotel/Motel w/restaurant (series 11)
Restaurant (series 12)	In-state Farm Winery (series 13)		Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

Certificate #_____

Certificate of Completion
For
Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

BOBBY DOUGLAS
Full Name (please print)

Signature

JANUARY 16, 2020
Training Completion Date

JANUARY 16, 2023
Certificate Expiration Date
(three years from completion date)

'20 MAR 25 Liq. Lic. RA 413

Training Provider Information

AZLiquorTraining.com
Company Name

536 East Wagon Bluff Drive Tucson, AZ 85704
Mailing Address

(520) 235-5684
Daytime Contact Phone Number

I, KEVIN A. KRAMBER, certify that the above named individual did successfully complete
Instructor Name (please print)
Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Instructor Signature

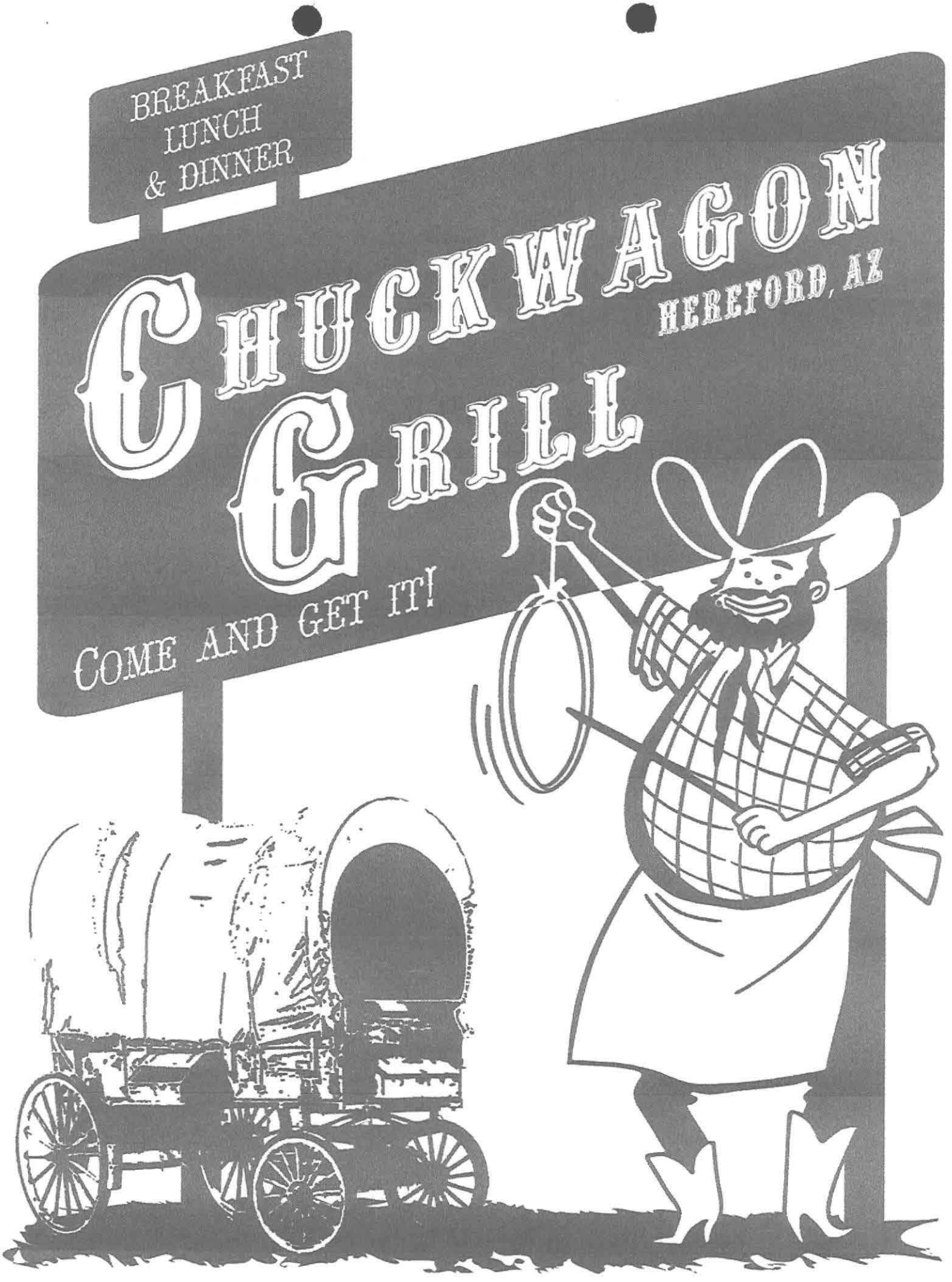
16 / 01 / 2020
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)	Government (series 5)	Bar (series 6)	Beer & Wine Bar (series 7)
Conveyance (series 8)	Liquor Store (series 9)	Private Club (series 14)	Hotel/Motel w/restaurant (series 11)
Restaurant (series 12)	In-state Farm Winery (series 13)		Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.



'20 MAR 25 Liq. Lic. AM 4:12

MORNIN' GRUB

BREAKFAST COMES WITH HOME FRIES OR HASH BROWNS AND YOUR CHOICE OF TOAST (WHITE, WHEAT, RYE, SOURDOUGH) OR AN ENGLISH MUFFIN.

BREAKFAST SANDWICH 6.99
(EGG, CHEESE WITH BACON, SAUSAGE OR HAM ON HAMBURGER BUN, BISCUIT OR ENGLISH MUFFIN)

BREAKFAST BURRITO 7.99
(EGG, HOME FRIES, CHEESE WITH BACON, SAUSAGE OR HAM)
NO TOAST INCLUDED

2 EGGS, YOUR CHOICE OF 3PC. BACON OR 2PC. SAUSAGE 7.99

2 EGGS, HAM 8.99

2 EGGS, CORNED BEEF HASH 10.99

CHICKEN FRIED STEAK, 2 EGGS 11.99

EARLY BIRD (7-9 A.M.) 4.99
1 EGG, 2 PC. BACON OR 1PC. SAUSAGE AND 1 SLICE TOAST

3 EGG OMELET, 2 FIXIN'S 8.99
(BACON, SAUSAGE, HAM, TOMATOES, ONIONS, GREEN CHILES, BLACK OLIVES, MUSHROOMS, PEPPERS)

2 PANCAKES, 3PC. BACON OR 2PC. SAUSAGE 6.99

3 PANCAKES, 3PC. BACON OR 2PC. SAUSAGE 8.99

2 FRENCH TOAST, 3PC. BACON OR 2 PC. SAUSAGE 8.99

WAFFLE, 3 PC. BACON OR 2PC. SAUSAGE 8.99

BISCUITS, SAUSAGE GRAVY ..... HALF 3.49
FULL 4.99

Cochise County Health Department advises that eating raw or undercooked animal foods such as meat, poultry, eggs, milk, seafood, shellfish, or animal foods that are not otherwise processed or prepared to eliminate harmful bacteria, poses a potential health risk to everyone, especially the elderly, young children under the age of 4 years, pregnant women, and other highly susceptible individuals with compromised immune systems. Thorough cooking or processing of foods to eliminate pathogens reduces the risk of illness.

MORNIN' STRAGGLERS

1 EGG 1.49
3 PC. BACON 2.99
2 PC. SAUSAGE 2.99
SLICE OF HAM 3.99
2 PANCAKES 3.99
2 FRENCH TOAST 3.99
2 SLICES TOAST 1.49
ENGLISH MUFFIN 1.49
CORNED BEEF HASH 3.99
OATMEAL 2.99

KIDS MENU

1 EGG, CHOICE OF 1 PANCAKE OR 1 FRENCH TOAST, 1 SLICE OF BACON 4.49
1 EGG, HASH BROWNS, 1 SLICE OF BACON, 1 SLICE OF TOAST 4.49
GRILLED CHEESE, FRIES 4.99
CHICKEN TENDERS, FRIES 5.49
HOT DOG, FRIES 4.99

RUSTLER'S SANDWICHES

ALL SANDWICHES ARE SERVED WITH YOUR CHOICE OF FRIES, POTATO SALAD OR MACARONI SALAD. CHOICE OF PROVOLONE, SWISS OR AMERICAN CHEESE. UPGRADE TO ONION RINGS FOR $1.99.

Grilled Cheese on 3 slices of toast 5.99
Hot Ham, Cheese on 3 slices of Texas toast 8.99
Hot Pastrami, Cheese 8.99
Reuben (with Thousand Island, Kraut) 8.99
Turkey Reuben 8.99
BBQ Beef on Hamburger Bun 8.99
French Dip (with Au Jus) 8.99
Meatball 8.99
Roast Beef (cold) 8.99
Ham Sub 8.99
Turkey Sub 8.99
Bacon, Lettuce, Tomato 8.99
Club (Turkey, Ham, Bacon) 8.99
Triple (Ham, Turkey, Roast Beef) 8.99
Beef or Chicken Philly Cheese Steak 8.99
1/4 Lb. Hot Dog 8.99
Sonoran Dog 8.99
(onions, tomatoes, pinto beans, cheese)

STEER BURGERS

ALL BURGERS ARE SERVED WITH YOUR CHOICE OF FRIES, POTATO SALAD OR MACARONI SALAD. CHOICE OF PROVOLONE, SWISS OR AMERICAN CHEESE. UPGRADE TO ONION RINGS FOR $1.99.

1/3 LB. HAMBURGER ... 8.99 1/2 LB. HAMBURGER ... 10.99

OR YOUR CHOICE OF →

1/3 LB. BURGER ... 9.99

1/2 LB. BURGER ... 11.99

- Cheese Burger
- Bacon Cheese Burger
- Mushroom Burger with Swiss Cheese
- Southwest Burger (Swiss Cheese, Salsa, Green Chiles)
- Western Burger (Bacon BBQ Sauce, Onion Ring)
- Teriyaki Burger (Pineapple, Bacon, Teriyaki Sauce)
- Cajun Burger (Mushrooms, Cajun Sauce, Onions)
- Chili Burger (Open Faced with Cheese, Onions)
- Patty Melt

COMANCHE CHICKEN

ALL SANDWICHES ARE SERVED WITH YOUR CHOICE OF FRIES, POTATO SALAD OR MACARONI SALAD. CHOICE OF PROVOLONE, SWISS OR AMERICAN CHEESE. UPGRADE TO ONION RINGS FOR $1.99.

Chicken Breast Sandwich 9.99
Western Chicken 11.99
(bacon, bbq sauce, onion ring)
Mushroom Chicken 11.99
Southwest (swiss, salsa, green chiles) 11.99
Swiss Chicken (swiss, avocado, sprouts) 11.99
Cajun Chicken 11.99
(mushrooms, cajun sauce, onions)
Teriyaki Chicken (pineapple, bacon) 11.99

Sioux Salads

YOUR CHOICE OF DRESSING INCLUDES RANCH, BLUE CHEESE, THOUSAND ISLAND OR ITALIAN.

Side Salad 3.99
(lettuce, cucumber, tomatoes, croutons)

Garden Salad 5.99
(lettuce, tomato, cucumber, onions, black olives, cheddar cheese, croutons)

Chef Salad 8.99
(lettuce, tomato, cheddar, american, provolone cheese, ham, turkey, roast beef, boiled egg)

Grilled Chicken Salad 8.99
(grilled chicken, lettuce, tomato, onions, avocado, cheese, croutons)

Taco Salad 8.99
(ground beef, lettuce, cheese, pinto beans, salsa, avocado, tomatoes, onions)

Saddle Bags

Fries 3.99
Onion Rings 5.99
Chili Bowl 4.99
Soup of the Day 4.99
Chicken Tender Basket, Fries 8.99
Shrimp Basket, Fries 8.99

Stragglers

Side of Potato Salad 2.49
Extra Dressing ..... .75
Sour Cream ..... .75
Sauerkraut ..... .75
Jalapeños, Pepperoncini or Green Chiles ..... .75
Salsa ..... .75
Chili or Nacho Cheese 1.99

Whistle Wetters

Coke, Diet Coke, Dr. Pepper, Sprite, Root Beer, Orange, Mountain Dew 2.29
Coffee 2.29
Coffee To-Go 2.29
Tea (Unsweet, Sweet, Raspberry) 2.29
Lemonade 2.29
Orange Juice 2.49
Apple Juice 2.49
Milk 2.99



PIZZA

DINE-IN OR CARRY OUT

LARGE 16" ... 10.99	MEDIUM 12" ... 8.99	SMALL 8" ... 5.99
TOPPINGS: 1.99 EACH	TOPPINGS: 1.25 EACH	TOPPINGS: .75 EACH

TOPPINGS: MEATS & VEGGIES

PEPPERONI	HAM	BLACK OLIVES	PINEAPPLES
ITALIAN SAUSAGE	HAMBURGER	ONIONS	MUSHROOMS
CANADIAN BACON	BACON	GREEN BELL PEPPERS	JALAPEÑOS
		TOMATOES	

APPETIZERS

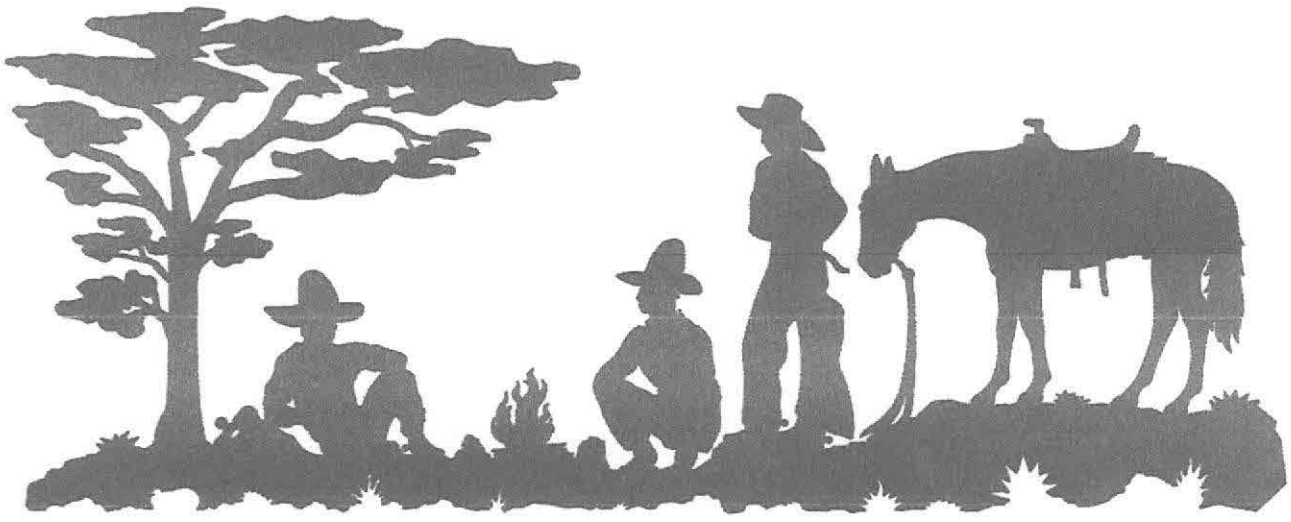
MOZZARELLA STICKS 7.99

CHILI CHEESE FRIES 4.99

JALAPEÑO POPPERS 4.99

WINGS, FRIES 7.99
(BBQ, HOT, GARLIC PARMESAN OR TERIYAKI)

NACHOS SUPREME..... HALF 7.99 FULL 13.99
(TORTILLA CHIPS, GROUND BEEF OR CHICKEN, NACHO CHEESE, BEANS, LETTUCE, ONIONS, TOMATOES, GREEN CHILES, SOUR CREAM, SALSA)



DESSERTS

Chocolate Cake	4.99
Carrot Cake	4.99
White or Vanilla Cake	4.99
Apple, Cherry or Blueberry Pie	3.99
a la mode	add 1.00
Pecan Pie	4.99
Brownies	1.99
Cheesecake	3.99
Chocolate Cream Pie	3.99
Coconut Cream Pie	3.99
Banana Cream Pie	3.99

ICE CREAM

Cake Cone or Bowl	1 Scoop 1.99	Add a Scoop	.99
Waffle Bowl	1 Scoop 2.49	Add a Scoop	.99
Waffle Cone	1 Scoop 2.49	Add a Scoop	.99
Sundae			3.89
Brownie Sundae			4.89
(Choice of Sundae Toppings: Strawberry, Pineapple, Chocolate)			
Banana Split			5.89
Milk Shakes	16 oz. 4.49	24 oz.	5.49



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:	Bobby Eugene Douglas	Address:	13510 S. Highway 191
Business Name:	Dusty's Chuckwagon Grill & Saloon	City/Zip:	Elfrida 85625
Liquor License #:	103185	Parcel #:	401-10-089B
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	Disapproval
	☒	☐

OTHER PERTINENT INFORMATION FOR THE BOARD'S CONSIDERATION:

Proper Zoning?	Y ☒ N ☐	Zoning:	RU-4
Use permitted by P&Z?	Y ☒ N ☐	Permit#:	CP-005097
Date Permit Issued:	10/11/2000	Use Permitted:	Reopen And Repair 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:	May 5, 2020
Contact phone:	520.803.3988	Email:	damaya@cochise.az.gov

Return completed form with any attachments by: May 12, 2020

COCHISE COUNTY BOARD OF SUPERVISORS

Telephone (520) 432-9200
Fax (520) 432-5016

APPLICANT INFORMATION

Applicant Name:	Bobby Eugene Douglas	Address:	13510 S. Highway
Business Name:	Dusty's Chuckwagon Grill & Saloon	City/Zip:	Elfrida 85625
Liquor License #:	103185	Parcel #:	401-10-089B
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:	05/04/2020
Contact phone:	520-432-8404	Email:	KWILSON@COCHISE.AZ.GOV

Return completed form with any attachments by: May 12, 2020

COCHISE COUNTY BOARD OF SUPERVISORS

Telephone (520) 432-9200
Fax (520) 432-5016

APPLICANT INFORMATION

Applicant Name:	Bobby Eugene Douglas	Address:	13510 S. Highway 191
Business Name:	Dusty's Chuckwagon Grill & Saloon	City/Zip:	Elfrida 85625
Liquor License #:	103185	Parcel #:	401-10-089B
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.

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

Name:	Michael McGee	Title:	EHS III
Signature:	Michael McGee	Date:	4/28/20
Contact phone:	520-586-8206	Email:	mmcgee@cochise.az.gov

Return completed form with any attachments by: March 12, 2020

COCHISE COUNTY BOARD OF SUPERVISORS

Telephone (520) 432-9200
Fax (520) 432-5016

APPLICANT INFORMATION

Applicant Name:	Bobby Eugene Douglas	Address:	13510 S. Highway 191
Business Name:	Dusty's Chuckwagon Grill & Saloon	City/Zip:	Elfrida 85626
Liquor License #:	103185	Parcel #:	401-10-089B
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 not had to respond to a significant number of calls for service to 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:	Rich Morales	Title:	Lieutenant
Signature:		Date:	04/29/2020
Contact phone:	(520)805-5672	Email:	RDMorales@cochise.az.gov

Return completed form with any attachments by: May 12, 2020

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: 5-5-2020 Date of Posting Removal: 5-27-2020

Applicant's Name: Douglas (Last) Bobby (First) Eugene (Middle)

Business Address: 13510 S. Highway 191 (Street) Eltrida (City) 85625 (Zip)

License #: 103185

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.

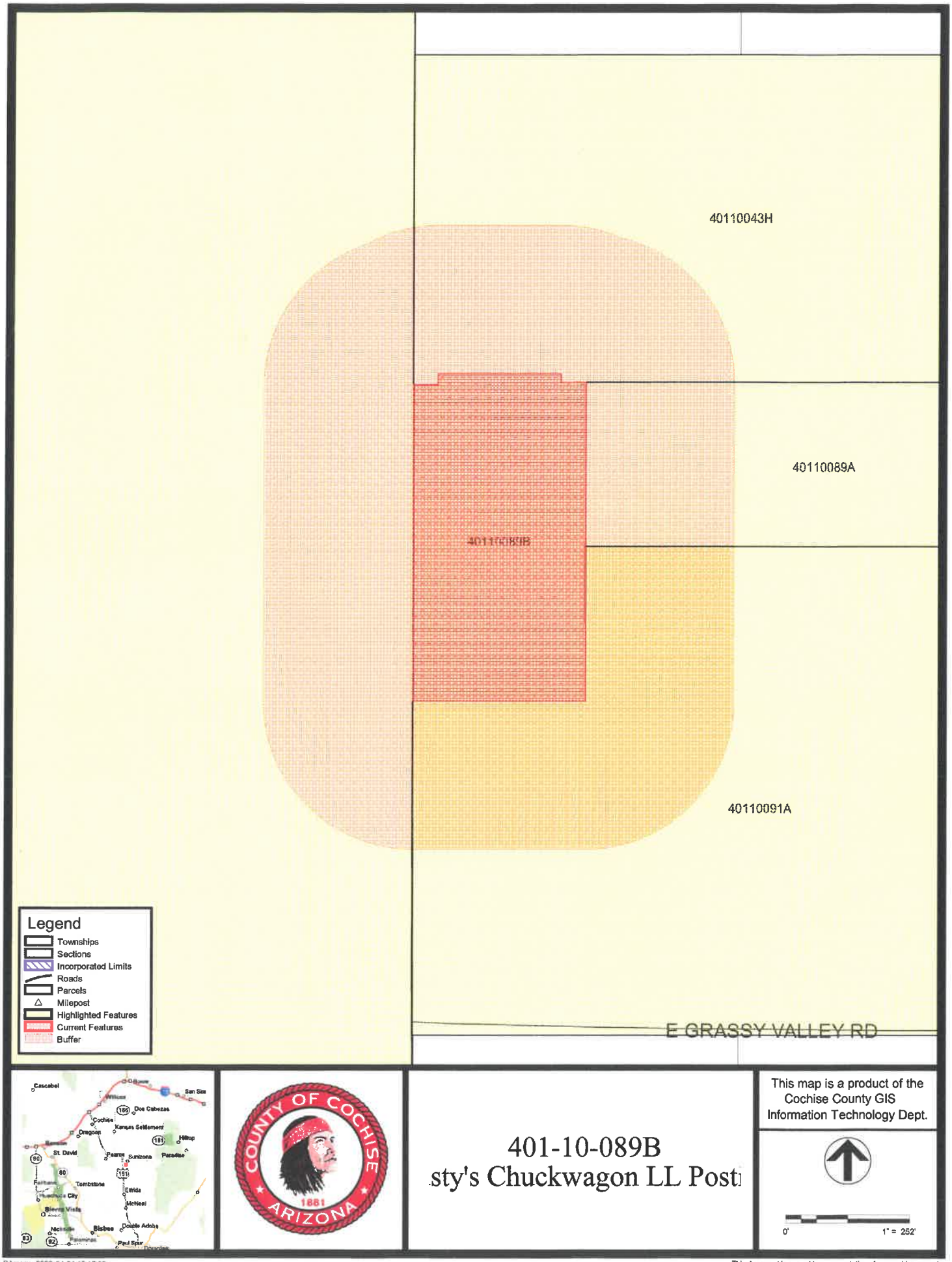
Charles R. Cooper	Code Compliance officer	803-3960
Print Name of City/County Official	Title	Phone Number

Chas R Cooper	5-27-20
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.

Individuals requiring ADA accommodations please call (602) 542-9027


13510
05/05/2020



401-10-089B
sty's Chuckwagon LL Post

This map is a product of the Cochise County GIS Information Technology Dept.

0' 1" = 252'

DAmaya, 2020-04-24 15:17:05
Cochise County (\\cc-gis1\geodesy\Encompass\Admin\Metal\View Mdb)

This document is a graphic representation of our working records.
Please report potential map corrections for review to Cochise County GIS.

Public Hearings 11.

Regular Board of Supervisors Meeting **Development Services**

Meeting Date:	06/09/2020		
Docket R-20-03 (Mailed Notification) Amendment to Articles 17 and 22 the Cochise County Zoning Regulations			
Submitted By:	Christine McLachlan, Development Services		
Department:	Development Services		
Presentation:	PowerPoint	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	2
NAME of PRESENTER:	Christine McLachlan	**TITLE of PRESENTER:**	Planner II
Mandated Function?:	Not Mandated	**Source of Mandate or Basis for Support?:**	
Docket Number (If applicable):	R-20-03		

Information

Agenda Item Text:

Adopt Zoning Ordinance 20-10 to approve Docket R-20-03 (Mailed Notification), an amendment to the Cochise County Zoning Regulations, Article 17, Administration and Article 22, Amendments.

Background:

Docket R-20-03 is a proposed amendment to the Cochise County Zoning Regulations Article 17, Administration and Article 22, Amendments. Both articles provide procedural requirements for mailed notification of residents directly affected by various planning applications of the Planning and Zoning Commission and the Board of Supervisors.

While informing residents is critically important, the current requirements are somewhat complex, time-intensive, expensive, and inflexible. In addition, they exceed the requirements of every other County in Arizona. The intent of this docket is to both simplify and add flexibility to these requirements. This can be accomplished by:

1. Limiting the mailed notification requirements to all properties within a radius of *no less than* 300-feet of the subject parcel(s). (Simplification)
2. *However,* the Planning Director (“County Zoning Inspector”) may expand the notification area to greater than a 300-foot radius, at the time of application acceptance, if there are compatibility concerns associated with the request, (Flexibility)

In addition, this docket proposes deletion of references contained in Section 2207 regarding filing a protest. These provisions were revised by the State in the year 2011 and now only apply to Counties in Arizona with five or more supervisors.

Department's Next Steps (if approved):

The Cochise County Zoning Regulations, Articles 17 and 22 will be amended, as shown in Exhibit A attached to the Ordinance.

Impact of NOT Approving/Alternatives:
The regulations regarding mailed notification and filing a protest will not be amended.

To BOS Staff: Document Disposition/Follow-Up:
Sign and record ordinance and provide a copy to Development Services.

Budget Information

Information about available funds

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

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Staff Memo
Ordinance
Staff Presentation

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

MEMORANDUM

TO: Cochise County Board of Supervisors

FROM: Christine McLachlan, AICP, Planner II

FOR: Daniel Coxworth, AICP, Development Services Director

SUBJECT: Docket R-20-03 (Zoning Amendment, Mailed Notification Radius)

DATE: May 19, 2020 for the June 9, 2020 meeting

I. BACKGROUND AND PROPOSED CHANGES

Docket R-20-03 is a proposed amendment to the Cochise County Zoning Regulations Article 17, Administration and Article 22, Amendments. Both articles provide procedural requirements for mailed notification of residents directly affected by various planning applications of the Planning and Zoning Commission and the Board of Supervisors. In addition, this docket proposes deletion of references in Section 2207 to filing a protest. These provisions were revised by the State in the year 2011 and now only apply to Counties in Arizona with five or more supervisors.

State law requires that mailed notice be sent via first class mail to each property owner whose property is directly affected by a proposed comprehensive plan amendment, rezoning or special use. Arizona law defines the term “directly affected” to those within a “zoning area,” which is defined as 300-feet from the subject parcel. State law also mandates other forms of notification including publication of a legal notice in a local newspaper, physical posting on the site, and a citizen review report. Cochise County’s requirements for mailed notification vary by application type, growth area, and proposed use. The following table summarizes these requirements:

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

Current Mailed Notification Requirements

	Special Use, Rezoning, and Citizen Review	Minor Land Use Change (Comp Plan Req.)	Special Event - Events of Public Interest	Variance	Wind Turbines Greater than 45'
Area A	300'	1,000'	300'	300'	300'
Area B	1,000'	1,000'	300'	300'	1,000'
Area C	1,000'	1,000'	300'	300'	1,000'
Area D	Minimum 1-mile, Maximum 3-miles also a minimum of 50 parcels shall be notified	1,500'	1,500'	300'	Minimum 1-mile, Maximum 3-miles also a minimum of 50 parcels shall be notified
Intensive Use	Minimum 1-mile, Maximum 3-miles also a minimum of 50 parcels shall be notified	Not applicable	Not applicable	Not Applicable	Not Applicable
Also/ However	Rezonings to less intensive Districts do not require a Citizen Review.	If the Comp. Plan amendment also includes a proposal to amend Zoning District boundaries, then the notification requirements in Article 22 are applied instead.	Notice must also be sent to each County and municipality which is contiguous to the area of the proposed temporary use(s).		Any protested permit application shall require Special Use Authorization

(Intensive uses specifically encompass the following: airport, airstrip, firearms range, manufacturing or storage of hazardous materials as a principal use, feedlot, or electric generation plant.)

While informing residents is critically important, the current requirements are somewhat complex, time-intensive, expensive, and inflexible. In addition, they exceed the requirements of every other County in Arizona. The intent of this docket is to both simplify and add flexibility to these requirements. This can be accomplished by:

1. Limiting the mailed notification requirements to all properties within a radius of *no less than* 300 feet of the subject parcel(s). (Simplification)
2. *However,* the Planning Director ("County Zoning Inspector") may expand the notification area to greater than a 300-foot radius, at the time of application acceptance, if there are compatibility concerns associated with the request. (Flexibility)

These changes are anticipated to have the following impacts:

1. *Greater reliance on the other forms of notification.* Community feedback helps planners do their job. Increasingly, the general public relies on information found online. There is a community expectation for the County's website to provide information and regular updates. The Planning Division has recently upgraded the County's posting signs and has begun dedicating webpage to information for each planning docket. Live chat capability has also been added to the website. In addition, the County has the ability to internally tract which, and how often, each webpage is viewed.
2. *Greater deference provided to property owners in the immediate area*. A smaller notification radius focuses the County's attention on property owners within a City block, who will be very familiar with the site and will likely be most impacted by increases in traffic, noise or light pollution.
3. *Flexibility.* The current list of intensive uses does not include many potentially controversial uses such as crematories, solid waste landfills, zoos, jails, impoundment storage yards, slaughterhouses, cemeteries, or regional sewerage treatment plants. By not providing a prescribed list of uses that are subject to a larger mailed notification, the Planning Director can use their professional discretion to expand the required notification radius associated with those, or similar, requests on a case-by-case basis.

4. *Anticipate the impact of specific location.* Location matters. What is controversial in one location, whether it's a retail store or well drilling business, does not necessarily correspond to growth boundaries. The Planning Director can again use their professional judgment to determine whether a request will be controversial based on the proposed location within the County.

More specifically, the proposed changes are as follows:

Section 1716.03.D.2 Procedures for Issuance of a Special Use Authorization
Section 1716.03 states the required procedures for the issuance of a special use authorization. Subsection D states the notification requirements, which includes mailed notification.

Proposed Change:

2. Send notice by first class mail to each owner of real property within a radius of no less than 300 feet of the subject parcel(s), as shown on the most recent available records of the last property tax assessment. Where there are potential compatibility concerns, the County Zoning Inspector may expand the mailed notification area to greater than a 300 foot radius at time of application acceptance. ~~as follows:~~

~~Growth Area~~	~~Distance~~
~~Area A~~	~~300-feet~~
~~Area B~~	~~1,000-feet~~
~~Area C~~	~~1,000-feet~~
~~Area D/Intensive Use*~~	~~Minimum 1-mile, maximum 3-miles~~ ~~A minimum of 50 parcels shall be notified, up to a maximum 3-mile distance~~
~~*Airport, airstrip, firearms range, manufacturing, or storage of hazardous materials as a principal use, feedlot, or electric generation plant.~~	

Section 1720.03.F.7 Particular Temporary Uses Permitted

F. Events of Public Interest
   1. Permitted in all districts.
   2. Including, but not limited to, outdoor art and crafts shows and exhibits; farmers markets; outdoor concerts; outdoor revivals; rallies; and outdoor charity events.
   3. Maximum length of a temporary use permit on a specific parcel that is not occupied by a community park, community center, or school shall be seven-consecutive days, plus an additional four-calendar days for set-up and dismantling, within any three-month period.
   4. No structure, equipment, or display shall be located within 300-feet of an existing residence on an adjacent property, unless written permission is granted by the adjacent property owner.
   5. Longer events of public interest up to six-consecutive weeks within a six-month period may be allowed, subject to approval by the Board of Supervisors. Upon receipt of a completed application, the County Zoning Inspector shall submit it to the Board of Supervisors for consideration and action. Prior to taking action on approving or denying the temporary use permit, the Board shall:

6. Hold one public hearing thereon after at least 15-calendar days notice by one publication in a newspaper of general circulation in the County seat and by posting the area included in the proposed temporary use(s).
7. Send notice by first class mail to each owner of real property, as shown on the most recent available records of the last property tax assessment, located within no less than 300-feet of the proposed area of the proposed temporary use(s), ~~if within Growth Categories A, B, or C, or within 1500-feet, if within a Category D area,~~ and to each County and municipality which is contiguous to the area of the proposed temporary use(s). The County Zoning Inspector may expand the mailed notification area to greater than a 300-foot radius at time of application acceptance if there are compatibility concerns associated with the request.

2203.02 Citizen Review Process

2. At a minimum, the Applicant shall notify and, if requested, meet with homeowners' or community associations nearest the subject parcel and all adjacent and potentially impacted property owners. These property owners shall be defined to include:

a. All of those who own property located within the area subject to the application.

b. Notice to real property owners, as shown on the most recent available records of the last property tax assessment~~, as follows~~ within a radius of no less than 300 feet of the subject parcel(s), as shown on the most recent available records of the last property tax assessment. The County Zoning Inspector may expand the mailed notification area to greater than a 300-foot radius at time of application acceptance if there are compatibility concerns associated with the request.

~~Growth Area~~	~~Distance~~
~~Area A~~	~~300 feet~~
~~Area B~~	~~1,000 feet~~
~~Area C~~	~~1,000 feet~~
~~Area D/ Intensive Use*~~	~~Minimum 1 mile, maximum 3 miles~~ ~~A minimum of 50 parcels shall be notified, up to a maximum 3-mile distance~~
~~*Airport, airstrip, firearms range, manufacturing, or storage of hazardous materials as a principal use, feedlot, or electric generation plant.~~	

Section 2206.02 Planning Commission Action

2206.02 The Planning Commission shall also send notice by first class mail to each real property owner, , as shown on the most recent available records of the last property tax assessment, as follows: within a radius of no less than 300 feet of the subject parcel(s), as shown on the most recent available records of the last property tax assessment. The County Zoning Inspector may expand the mailed notification area to greater than a 300-foot radius at time of application acceptance if there are compatibility concerns associated with the request.

~~Growth Area~~	~~Distance~~
~~Area A~~	~~300-feet~~
~~Area B~~	~~1,000-feet~~
~~Area C~~	~~1,000-feet~~
~~Area D/ Intensive Use*~~	~~Minimum 1-mile, maximum 3-miles~~ ~~A minimum of 50 parcels shall be notified, up to a maximum 3-mile distance~~
~~*Airport, airstrip, firearms range, manufacturing, or storage of hazardous materials as a principal use, feedlot, or electric generation plant.~~	

2207 Board of Supervisors Action

2207.01 Upon receipt of the Planning Commission's recommendation the Board shall hold a public hearing at least 15-calendar days notice of which shall be given by one publication in a newspaper of general circulation in the County seat and by posting the area included in the proposed change. After holding the hearing, the Board may adopt the amendment~~, but if 20-percent of the owners of property by area and number within the zoning area file a protest to the proposed change, the change shall not be made except by a three-fourths vote of all members of the Board. If any members of the Board are unable to vote on the question because of a conflict of interest, the required number of votes for the passage of the question is three-fourths of the remaining membership of the Board, except that the required number of votes in no event shall be less than a majority of the full membership of the Board. In calculating the owners by area, only that portion of a lot or parcel of record situated within 300 feet of the property to be rezoned shall be included. In calculating the owners by number or area, County property and public rights-of-way shall not be included~~.by a majority vote of the board.

2207.02 The Planning Commission may on its own motion propose an amendment to the Zoning Regulations and may, after holding a public hearing as required by this Article, transmit the proposal to the Board which shall thereupon proceed as set forth in this Article for any amendment.

2207.03 Notwithstanding the provision of Arizona Revised Statutes, a decision by the Board involving Rezoning of land which is not owned by the County and which changes the zoning classification of such land or which changes the zoning standards of such land as set forth in subsection 2206.05 may not be enacted as an emergency measure and such a change shall not be effective for at least 30-calendar days after final approval of the change in classification by the Board. Unless a resident files a written objection with the Board of Supervisors, the Rezoning may be enacted as an emergency measure that becomes effective immediately by a two-thirds majority vote of the Board.

~~**2207.04** For the purposes of this Article, "Zoning Area" means the area within 300 feet of the proposed amendment or change.~~

II. SUMMARY AND RECOMMENDATION

Staff has attached draft regulations for the Board of Supervisor's consideration in strike-through and underline format. Staff will also provide a presentation of the draft amendments at the June 9, 2020 meeting. The proposed changes would amend Articles 17 and 22 of the Cochise County Zoning Regulations as indicated in the attachment to this report. Staff recommends that the Board consider approving the changes as presented. In addition, the Planning and Zoning Commission unanimously recommended approval of the amendment on May 13, 2020.

III. ATTACHMENTS

Ordinance amending Articles 17 and 22 of the Cochise County Zoning Regulations with Exhibit "A," Draft Amendments to the Cochise County Zoning Regulations in strike-through and underline attached.

ZONING ORDINANCE 20-___

AMENDING ARTICLE 17 (ADMINISTRATION) AND ARTICLE 22 (AMENDMENTS) OF THE COCHISE COUNTY ZONING REGULATIONS

WHEREAS, Arizona Revised Statutes ("A.R.S.") § 11-811, et seq. gives the Cochise County Board of Supervisors (the "Board") the authority to adopt zoning regulations to address land use; and

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

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

WHEREAS, Article 17 of the Zoning Regulations contains all regulations relevant to the administration of special use and temporary use permits, including notification of those affected by a proposed amendment within the procedures of issuance; and

WHEREAS, Article 22 of the Zoning Regulations contains all regulations relevant to the administration of the citizen review process and Planning Commission action, including notification of those affected by a proposed amendment within the application process; and

WHEREAS, Article 22 of the Zoning Regulations contains all regulations relevant to the filing of a protest to a Board of Supervisor action; and

WHEREAS, the Board recognizes the general purpose of this amendment is to amend the procedural requirements for mailed notification of residents directly affected by various applications to the Planning and Zoning Commission and the Board of Supervisors as well as to delete obsolete protest provisions regarding Board of Supervisor actions; and

WHEREAS, the Board recognizes the more specific purpose of this ordinance is to replace the current mailed noticed requirements special uses, rezoning, citizen review, temporary use – events of public interest and wind turbines greater than 45' with simplified requirements, as indicated in Exhibit "A"; and

WHEREAS, on May 13, 2020, the Planning and Zoning Commission held a duly noticed public hearing of these proposed amendments to the Zoning Regulations, hereby known as Docket R-20-03 (Mailed Notification Radius); and

WHEREAS, on June 9, 2020, the Board of Supervisors held a duly noticed public hearing of the proposed amendments to the Zoning Regulation, Docket R-20-03 (Mailed Notification Radius), attached hereto as "Exhibit A" that will amend Article 17 and Article 22 of the Cochise County Zoning Regulations and found them to be in the public interest.

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

PASSED AND ADOPTED by the Cochise County Board of Supervisors this 9th day of June 2020.

_____
Thomas E. Borer, Chairman
Cochise County Board of Supervisors

ATTEST:

_____
Kim Lemons, CPCC
Clerk of the Board

APPROVED AS TO FORM:

Christine J. Roberts 5/18/2020
_____
Christine J. Roberts, Esq.
Chief Civil Deputy County Attorney

EXHIBIT A

1716.03 Procedures for Issuance of a Special Use Authorization

D. Upon receipt of the completed application, the County Zoning Inspector shall submit it to the Planning Commission for consideration and action. Prior to taking action on approving or denying the Special Use Authorization request, the Planning Commission shall:

1. Hold at least one public hearing thereon after at least 15-calendar days notice by one publication in a newspaper of general circulation in the County seat and by posting the area included in the proposed Special Use Authorization request(s).

2. Send notice by first class mail to each owner of real property within a radius of no less than 300 feet of the subject parcel(s), as shown on the most recent available records of the last property tax assessment. Where there are potential compatibility concerns, the County Zoning Inspector may expand the mailed notification area to greater than a 300-foot radius at time of application acceptance. ~~as follows:~~

~~Growth Area~~	~~Distance~~
~~Area A~~	~~300-feet~~
~~Area B~~	~~1,000-feet~~
~~Area C~~	~~1,000-feet~~
~~Area D/Intensive Use*~~	~~Minimum 1-mile, maximum 3-miles~~ ~~A minimum of 50 parcels shall be notified, up to a maximum 3-mile distance~~
~~*Airport, airstrip, firearms range, manufacturing, or storage of hazardous materials as a principal use, feedlot, or electric generation plant.~~	

.

1720.03 Particular Temporary Uses Permitted

Upon obtaining a temporary use permit, the following temporary uses shall be permitted, subject to the following standards and/or other standards imposed by the County Zoning Inspector to mitigate off-site impacts:

F. Events of Public Interest

1. Permitted in all districts.
2. Including, but not limited to, outdoor art and crafts shows and exhibits; farmers markets; outdoor concerts; outdoor revivals; rallies; and outdoor charity events.
3. Maximum length of a temporary use permit on a specific parcel that is not occupied by a community park, community center, or school shall be seven-consecutive days, plus an additional four-calendar days for set-up and dismantling, within any three-month period.
4. No structure, equipment, or display shall be located within 300-feet of an existing residence on an adjacent property, unless written permission is granted by the adjacent property owner.
5. Longer events of public interest up to six-consecutive weeks within a six-month period may be allowed, subject to approval by the Board of Supervisors. Upon receipt of a

completed application, the County Zoning Inspector shall submit it to the Board of Supervisors for consideration and action. Prior to taking action on approving or denying the temporary use permit, the Board shall:

6. Hold one public hearing thereon after at least 15-calendar days notice by one publication in a newspaper of general circulation in the County seat and by posting the area included in the proposed temporary use(s).

7. Send notice by first class mail to each owner of real property, as shown on the most recent available records of the last property tax assessment, located within 300-feet of the proposed area of the proposed temporary use(s), ~~if within Growth Categories A, B, or C, or within 1500-feet, if within a Category D area,~~ and to each County and municipality which is contiguous to the area of the proposed temporary use(s). The County Zoning Inspector may expand the mailed notification area to greater than a 300-foot radius at time of application acceptance if there are compatibility concerns associated with the request.

2203 Citizen Review Process

1. At a minimum, the Applicant shall notify and, if requested, meet with homeowners' or community associations nearest the subject parcel and all adjacent and potentially impacted property owners. These property owners shall be defined to include:

    a. All of those who own property located within the area subject to the application.

    b. Notice to real property owners, as shown on the most recent available records of the last property tax assessment~~, as follows:~~ within a radius of no less than 300 feet of the subject parcel(s), as shown on the most recent available records of the last property tax assessment. The County Zoning Inspector may expand the mailed notification area to greater than a 300-foot radius at time of application acceptance if there are compatibility concerns associated with the request.

~~Growth Area~~	~~Distance~~
~~Area A~~	~~300-feet~~
~~Area B~~	~~1,000-feet~~
~~Area C~~	~~1,000-feet~~
~~Area D/ Intensive Use*~~	~~Minimum 1-mile, maximum 3 miles~~ ~~A minimum of 50 parcels shall be notified, up to a maximum 3-mile distance~~
~~*Airport, airstrip, firearms range, manufacturing, or storage of hazardous materials as a principal use, feedlot, or electric generation plant.~~	

2206 Planning Commission Action

Upon receipt of the application, the Planning Director shall submit it to the Planning Commission for consideration. Prior to reporting to the Board, the Planning Commission shall:

2206.01 Hold at least one public hearing thereon after at least 15-calendar days notice by one publication in a newspaper of general circulation in the County seat and by posting the area included in the proposed change. The posting shall be in no less than two places with at least one notice for

each quarter mile of frontage along perimeter public rights-of-way so that the notices ware visible from the nearest right-of-way.

2206.02 The Planning Commission shall also send notice by first class mail to each real property owner, as shown on the most recent available records of the last property tax assessment, ~~as follows:~~ within a radius of no less than 300 feet of the subject parcel(s), as shown on the most recent available records of the last property tax assessment. The County Zoning Inspector may expand the mailed notification area to greater than a 300-foot radius at time of application acceptance if there are compatibility concerns associated with the request.

~~Growth Area~~	~~Distance~~
~~Area A~~	~~300-feet~~
~~Area B~~	~~1,000-feet~~
~~Area C~~	~~1,000-feet~~
~~Area D/ Intensive Use*~~	~~Minimum 1-mile, maximum 3-miles~~ ~~A minimum of 50 parcels shall be notified, up to a maximum 3-mile distance~~
~~*Airport, airstrip, firearms range, manufacturing, or storage of hazardous materials as a principal use, feedlot, or electric generation plant.~~	

2207 Board of Supervisors Action

2207.01 Upon receipt of the Planning Commission's recommendation the Board shall hold a public hearing at least 15-calendar days notice of which shall be given by one publication in a newspaper of general circulation in the County seat and by posting the area included in the proposed change. After holding the hearing, the Board may adopt the amendment~~, but if 20-percent of the owners of property by area and number within the zoning area file a protest to the proposed change, the change shall not be made except by a three-fourths vote of all members of the Board. If any members of the Board are unable to vote on the question because of a conflict of interest, the required number of votes for the passage of the question is three-fourths of the remaining membership of the Board, except that the required number of votes in no event shall be less than a majority of the full membership of the Board. In calculating the owners by area, only that portion of a lot or parcel of record situated within 300 feet of the property to be rezoned shall be included. In calculating the owners by number or area, County property and public rights-of-way shall not be included.~~by a majority vote of the board.

2207.02 The Planning Commission may on its own motion propose an amendment to the Zoning Regulations and may, after holding a public hearing as required by this Article, transmit the proposal to the Board which shall thereupon proceed as set forth in this Article for any amendment.

2207.03 Notwithstanding the provision of Arizona Revised Statutes, a decision by the Board involving Rezoning of land which is not owned by the County and which changes the zoning classification of such land or which changes the zoning standards of such land as set forth in subsection 2206.05 may not be enacted as an emergency measure and such a change shall not be effective for at least 30-calendar days after final approval of the change in classification by the Board. Unless a resident files a written objection with the Board of Supervisors, the Rezoning may be enacted as an emergency measure that becomes effective immediately by a two-thirds majority vote of the Board.

~~**2207.04** For the purposes of this Article, "Zoning Area" means the area within 300-feet of the proposed amendment or change.~~

COCHISE COUNTY

Amendment to the Cochise County Zoning Regulations Mailed Notification Radius (R-20-03)

Board of Supervisors

June 9, 2020

Cochise County
Development Services

Public Programs…Personal Service

State Legal Requirements

Arizona law requires notice to be sent via first class mail to each property owner whose property is *directly affected* by a proposed change to:

- **the Comprehensive Plan**
- **Rezonings**
- **Special Uses**

Arizona law defines "directly affected" or a "zoning area" as the area within 300 feet of the proposed amendment (ARS 11-814)

Other Notification Methods

- Publication in a newspaper
- Physical posting on subject parcels
- Citizen Review Report
- Legal Notice/Case Information on the County website



COCHISE COUNTY

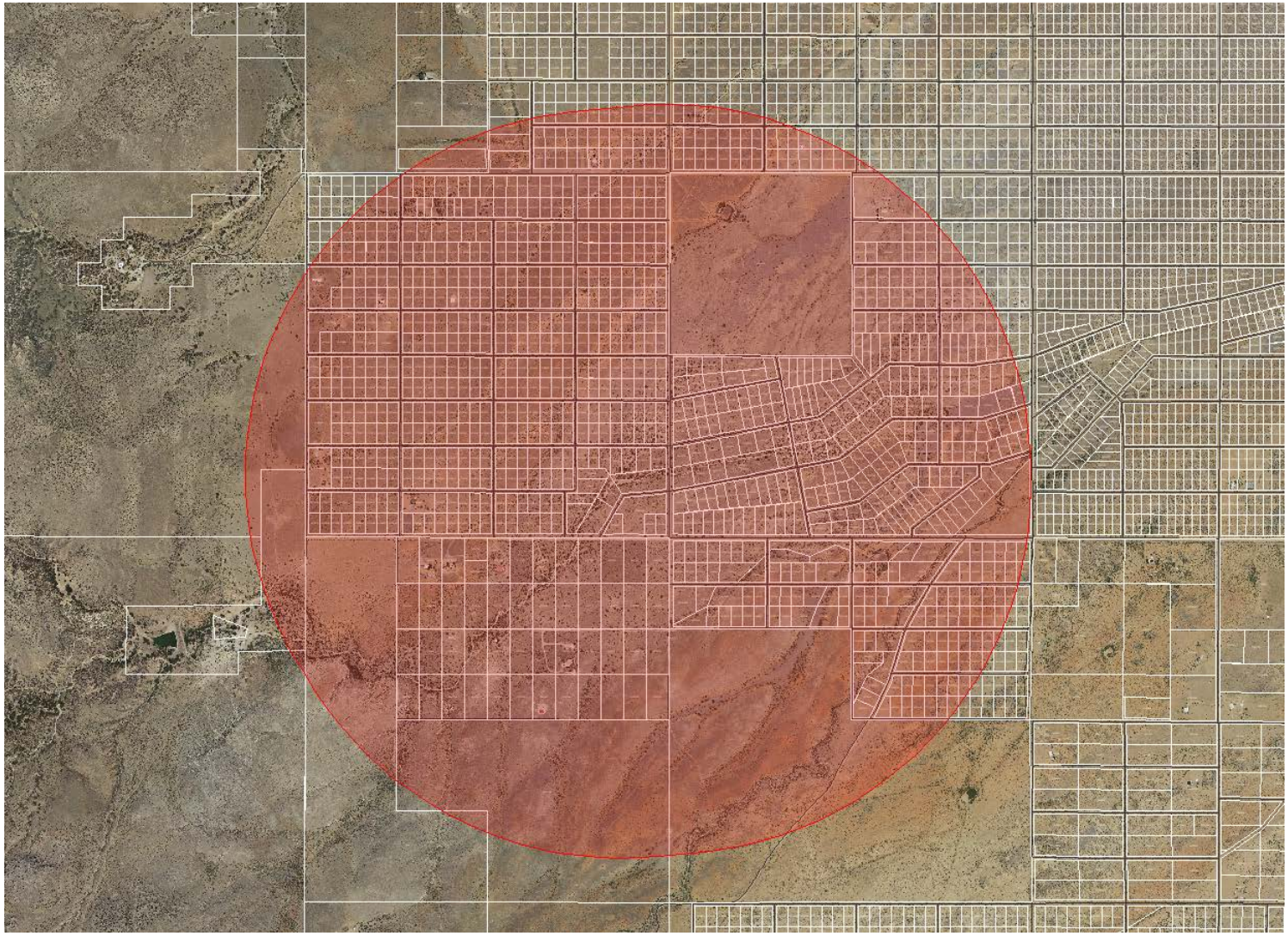
Current Mailed Notification Requirements per Zoning Regulations

	Special Use, Rezoning, and Citizen Review	Minor Land Use Change (Comp Plan Req.)	Special Event - Events of Public Interest	Variance	Wind Turbines Greater than 45'
Area A	300'	1,000'	300'	300'	300'
Area B	1,000'	1,000'	300'	300'	1,000'
Area C	1,000'	1,000'	300'	300'	1,000'
Area D	Minimum 1-mile, Maximum 3-miles also a minimum of 50 parcels shall be notified	1,500'	1,500'	300'	Minimum 1-mile, Maximum 3-miles also a minimum of 50 parcels shall be notified
Intensive Use	Minimum 1-mile, Maximum 3-miles also a minimum of 50 parcels shall be notified	Not applicable	Not applicable	Not Applicable	Not Applicable
Also/ However	Rezonings to less intensive Districts do not require a Citizen Review.	If the Comp. Plan amendment also includes a proposal to amend Zoning District boundaries, then the notification requirements in Article 22 are applied instead.	Notice must also be sent to each County and municipality which is contiguous to the area of the proposed temporary use(s).		Any protested permit application shall require Special Use Authorization

Issues – the current mailed notification requirements:

- Are complex/inconsistent (vary by growth area, proposed use, application request)
- Can be confusing
- Are time-intensive/expensive
- Are inflexible
- "Intensive uses" do not include uses such as jails, crematories, recycling centers, slaughterhouses…
- Exceed the mailed notification requirements of the state and every other County in Arizona

COCHISE COUNTY



1-Mile Notification Radius = 3.14 square miles total area (Roughly, the area equivalent of Naco, AZ)

Recommendations

- **Simplify the mailed notification requirements by limiting the mandatory mailing to all properties within a radius of no less than 300 feet of the subject parcel.**
- **Add flexibility - the Planning Director ("County Zoning Inspector") may expand the notification area to greater than a 300-foot radius, at the time of application acceptance, if there are compatibility concerns associated with the request.**

Impact

- **Greater deference provided to residents in the immediate area.**
- **Reduction in total amount of mailed notification (time and money savings).**
- **Greater reliance on other forms of notification.**
- **Flexibility/not limited to current list of intensive uses or growth categories.**
- **Applications that have greater potential for compatibility issues will be required to have a larger mailed notification radii.**
- **Also, removal of dated ‘filing a protest” requirements. These requirements only apply to Counties with 5 or more supervisors.**

Details of Proposed Changes

See attachment A for strike-through (deletion) and underline (addition)

Zoning Regulations

- **Section 1716.03.D.2.**
- **Section 1720.03.F.7.**
- **Section 2203.02**
- **Section 2206.02**
- **Section 2207.1 and 2207.04**

Recommendations

Staff is recommending approval of Docket R-20-03.

The Planning and Zoning Commission unanimously recommended approval of the amendment on May 13, 2020.

Action 12.

Regular Board of Supervisors Meeting **Emergency Services**

Meeting Date: 06/09/2020

Designate Gabriel Lavine as Applicant Agent for FEMA Public Assistance Grant

Submitted By:	Daniel Duchon, Finance		
Department:	Finance		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	2
NAME of PRESENTER:	Daniel S. Duchon	**TITLE of PRESENTER:**	Budget Manager
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 the designation of Mr. Gabriel Lavine, Emergency Management Director, as Applicant Agent for Federal Emergency Management Agency (FEMA) Public Assistance Grant; this supersedes the April 21, 2020 approval.

Background:

The FEMA Public Assistance grant provides reimbursement for certain expenses related to the response of the COVID-19 nationally declared disaster. The designated applicant agent will submit for reimbursement to FEMA, on behalf of the County.

To note: this very form was approved by the Board, April 21, 2020. Unfortunately, after much back and forth, during a time of national disaster, bureaucracy prevailed and the Arizona Department of Emergency and Military Affairs (AZDEMA) and the Federal Emergency Management Agency (FEMA) rejected the form because two individuals were listed as Applicant Agents, not one. For reference: the County chose to list two individuals, purposefully, out of an abundance of caution - due to the projected death-tolls at the time. This new form lists only one individual, Gabriel Lavine, as the applicant agent.

Authorized Agents will aggregate expense data and submit to AZDEMA for potential reimbursement. Projected cost recovery of 75% Federal and 15% State, 10% County responsibility.

Department's Next Steps (if approved):

Pursue reimbursement for eligible expenses related to COVID-19 Federal emergency declaration.

Impact of NOT Approving/Alternatives:

If not approved, the County will not be eligible for the FEMA Public Assistance grant reimbursements.

To BOS Staff: Document Disposition/Follow-Up:

Please have Chairman sign the form and return it with meeting minutes to Daniel Duchon, Budget Manager, to submit ti ADEMA.

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

AZDEMA Authorized Agent Form

ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS
DESIGNATION OF APPLICANT'S AGENT FORM

The intent of this **DESIGNATION** is to appoint an **APPLICANT'S AGENT** for the following:

Select program(s) ☐ Public Assistance ☐ HMA Mitigation Program ☐ SEC Mitigation

Select duration ☐ Until further notice ☐ Only Event _____ ☐ From _____ to _____

Applicant: _____

CERTIFICATION

I,_____, duly appointed and_____of
(Authorizing Official's Name) (Title)

_____ , do hereby certify that the information below is true and correct,
(Applicant)

based on a resolution passed and approved **(attached)** by the _____
(Governing Body)

of_____on the_____day of_____,_____.
(Applicant) (day) (month) (year)

_____has been designated as the Applicant's Agent
(Name of Designated Applicant's Agent)

to act on behalf of_____.
(Applicant)

_____ _____ _____
(Authorizing Official's Signature) (Title) (Date)

This document MUST be accompanied by a copy of the Resolution or Meeting Minutes by your governing board which designated the Applicant's Agent.

Designated Applicant's Agent

Name _____

Title/Official Position _____

Full Mailing Address _____

Email Address _____

Daytime Telephone Number _____ Cell _____
(Please include area code and extension if not a direct number)

For DEMA Use Only

Received By: _____
(Initials & Date)

Action 13. Facilities

Regular Board of Supervisors Meeting

Meeting Date:	06/09/2020		
Progressive Roofing Cooperative Contract			
Submitted By:	Arlethe Morrison, Facilities		
Department:	Facilities		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature Required	**# of ORIGINALS Submitted for Signature:**	2
NAME of PRESENTER:	Henry Meraz	**TITLE of PRESENTER:**	Facilities Director
Mandated Function?:	Not Mandated	**Source of Mandate or Basis for Support?:**	

Docket Number (If applicable):

Information

Agenda Item Text:

Approve contract with Progressive Roofing for roofing services, under Mohave County Cooperative Contract #18R-PRO-0418, at the Bisbee County Administrative Building located at 4 Ledge Avenue in Bisbee, Arizona, in the amount of $89,791.29, effective June 9, 2020.

Background:

The Facilities Management Department would like to move forward with roofing services at the Bisbee County Admin Building due to the repairs needed. As this projects needs to be completed in a time sensitive timeline, Facilities would like to use a company that is under cooperative agreement with Mohave County. Progressive Roofing is currently under a cooperative agreement with Mohave County until April 18, 2021, and would qualify under procurement rules to be used for this project.

The Facilities Department has researched this company and determined that it is reputable in the State of Arizona.

Department's Next Steps (if approved):

Staff will coordinate the project with the vendor.

Impact of NOT Approving/Alternatives:

The county admin roof would not be repaired in a timely manner causing further damage.

To BOS Staff: Document Disposition/Follow-Up:

Notify Arlethe Morrison of approval and pick up of documents.

Budget Information

Information about available funds

Budgeted: ○ **Funds Available:** ○ **Amount Available:**

Unbudgeted: ○ **Funds NOT Available:** ○ **Amendment:** ☐

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 19/20

One-time Fixed Costs? ($$$): 89,791.29
Ongoing Costs? ($$$):
County Match Required? ($$$):
A-87 Overhead Amt? (Co. Cost Allocation $$$):
Source of Funding?:
Fiscal Impact & Funding Sources (if known):
County Admin Roof

Attachments

Acceptance Letter
Proposal
Mohave Contract Extension with Progressive Roofing
Mohave Contract Award with Progressive Roofing

COCHISE COUNTY
PROCUREMENT DEPARTMENT

1415 Melody Lane, Building C, Bisbee, AZ 85603
Phone: (520) 432-8390 | Fax: (520) 432-8397

Roof Repair- Courthouse Administration Building

Offer Acceptance Award Letter

THIS CONTRACT is made and entered into this 9th day of June 2020 by and between COCHISE COUNTY ("COUNTY"), and Progressive Roofing ("CONTRACTOR").

In accordance with Mohave County Contract #: 18R-PRO-0418 the COUNTY hereby awards a single, one time CONTRACT to the CONTRACTOR in order to fulfill the requirements, as identified throughout the subject document, to the satisfaction of the COUNTY, as outlined within the solicitation, hereby referred to as the CONTRACT, and as proposed by the CONTRACTOR. Only those personnel listed as authorized ordering officials, or the County's Procurement Department, will have authority to make orders from this CONTRACT through the issuance of a Purchase Order ("PO") as approved by the COUNTY's Procurement Department.

The CONTRACTOR shall not commence any billable work or provide any material or services under this CONTRACT until CONTRACTOR receives an executed copy of the CONTRACT and/or PO or is otherwise directed to do so in writing by the COUNTY's Procurement Office. The COUNTY will pay the CONTRACTOR within thirty (30) days of services rendered following the submission of an itemized invoice(s) that includes CONTRACTOR company name, phone number, invoice number, email address, mailing address, and prior COUNTY approval for any services rendered. No payment shall be issued prior to receipt of service and a correct invoice. Each payment request must bear written certification by an authorized COUNTY representative confirming the services for which payment is requested have been performed and received.

CONTRACTOR:

Progressive Roofing
Bob Gardner
4222 W Jeremy Pl.
Tucson, Arizona 85741
520-829-3816
Bob.gardner@progressiveus.com

AUTHORIZED ORDERING OFFICIAL:

Henry Meraz
Facilities Director
1415 Melody Lane, Building C
Bisbee, Arizona 85603
(520) 432-9734
HMeraz@cochise.az.gov

COUNTY PROCUREMENT:

Anne Coppola
Contracts Administrator
1415 Melody Lane, Building C
Bisbee, Arizona 85603
520-432-8394
ACoppola@cochise.az.gov

ACCEPTANCE OF OFFER:

The offer is hereby accepted, and the CONTRACTOR is now bound to sell or provide the materials, services, or construction, as indicated by the PO or Award Letter and based upon the solicitation documents, including all its attachments and amendments, and the offer as submitted by the CONTRACTOR and accepted by the COUNTY.

This contract is for: Roof Repair on the Cochise County Court Administration Building and shall not exceed $89,791.29

The CONTRACTOR is cautioned not to commence any billable work or to provide any materials or services under this Contract until the CONTRACTOR receives an executed PO or Notice to Proceed.

Awarded this 9th day of June 2020.

BOARD OF SUPERVISORS:

Thomas E. Borer
Chairman

Date

ATTEST:

Kim Lemons
Clerk of the Board

Date

APPROVED AS TO FORM:

Sara L. Dent

Sara L. Dent
Cochise County Attorney's Office

05/20/2020

Date

PROGRESSIVE ROOFING

MEMBER NATIONAL ROOFING CONTRACTORS ASSOCIATIONS

MOHAVE LINE ITEM PRICING — **MOHAVE CONTRACT 18R-PRO-0418**

Cochise County Facilities Management — **4/6/2020**
1415 Melody Lane, Building C
Bisbee, AZ. 85603

Courthouse Administration Building
4 Ledge Avenue, Bisbee AZ

SCOPE OF WORK:

Remove the existing asbestos roofing material
Install 1/2" cover board and a mechanically attached 60mil TPO roof system
Twenty year NDL warranty

	WORK DESCRIPTION	UNIT	BID AMOUNT	QTY	PROJECT AMOUNT
1.1b	Asbestos removal	S/F	$ 2.00	7,326	$ 14,652.00
1.21d	1/2" Fiberboard mechanically attached	S/F	$ 1.10	6,600	$ 7,260.00
1.78a	60mil TPO mechanically attached	S/F	$ 4.00	6,600	$ 26,400.00
1.75a	60mil TPO fully adhered walls	S/F	$ 4.75	726	$ 3,448.50
1.94a	Galvanized Counterflashing	L/F	$ 6.00	340	$ 2,040.00
1.121s	Labor to remove abandoned curbs	HR	$ 75.00	20	$ 1,500.00
1.121pp	Travel Rates	HR	$ 55.00	60	$ 3,300.00
1.121mm	Lodging	Day	$ 85.00	85	$ 7,225.00
1.117k	Walkways	S/F	$ 8.00	300.00	$ 2,400.00
1.121k	Twenty-year warranty (less than 10,000 sq/ft)	EA	$ 2,100.00	1	$ 2,100.00
1.121uu	Crane	Day	$ 1,650.00	4	$ 6,600.00
1.121t	Difficult Access			15.00%	$ 11,538.83
	Bond		1.5%		**$ 1,326.96**
	TOTAL				**$ 89,791.29**
1.109c	3/4" Plywood deck replacement as needed at $3.00 per square foot				

3/19/2020

MOHAVE COOPERATIVE

Modification of Contract
(Contract Extension)
(Page 1 of 3)

Alice Hunt
Progressive Services Inc. dba Progressive Roofing
23 N. 35th Avenue
Phoenix, AZ 85009

RE: Contract # 18R-PRO-0418 modification of contract through an extension of contract is made by, and between, Progressive Services Inc. dba Progressive Roofing and Mohave Educational Services Cooperative (Mohave).

In accordance with its terms and conditions, Mohave requests to extend contract 18R-PRO-0418 for a period of one (1) year, beginning 4/18/2020. The extension shall be under the same terms and conditions contained therein.

Provide your agreement to extend by completing the appropriate information below and on the following pages. If the contract is extended, Progressive Services Inc. dba Progressive Roofing agrees to provide products or prices as per 18R-0124.

By signing this Modification of Contract, you hereby certify to the best of your knowledge and belief that your firm complies with Byrd Anti-Lobbying Amendment 31 U.S. Code § 1352, 2 CFR § 200.450 and Federal Acquisition Regulation 52.203-11

We agree to **modify** and **extend** the contract as specified above, abiding by the current terms and conditions, and any attached clarifications.

Signature _____ Title President

Typed/Printed Name Mark Farrell Date 3/19/2020

Upon your signed, executed Modification of Contract through a Contract Extension, you shall be bound to sell the materials and/or services offered to and accepted by Mohave in accordance with the solicitation, including all terms, conditions, specifications, amendments and any accepted written exceptions.

Nancy L. Colbaugh

Nancy Colbaugh, CPPB
Contracts Manager
Mohave Educational Services Cooperative, Inc.
625 East Beale Street | Kingman, AZ 86401
Phone 928-718-3228 | Fax 928-718-3232

If all pages of this notice are not received at Mohave's Kingman office on, or before, 4/18/2020, orders shall be held without processing. Email or fax completed extension to contracts@mesc.org or 928-718-3232.

To terminate the contract effective 4/18/2020, email or fax a notice of your request to cancel the contract to contracts@mesc.org or 928-718-3232. You agree to complete any authorized work or orders received prior to that date. Renewals not received within 14 days following 4/18/2020 may result in cancellation of the contract. However, any authorized orders received prior to this date, shall be completed under this contracts terms and conditions.

Modification of Contract
(Contract Extension)

Requested Pricing Modifications

We list your contract as utilizing Fixed. Please confirm the following regarding pricing under your contract:

____ Our contract utilized firm-fixed pricing. We agree to hold the current prices until the next contract renewal date of 4/18/2021.

____ Our contract utilized percentage off MSRP/Retail pricing. The current price lists/catalogs are still applicable.

__X__ We are requesting a price modification. A price list/catalog will be submitted by __4/1/2020__. (Insert Date)

Remember that your firm cannot quote any new products contained in pricing submitted with your contract extension until it has been reviewed and a Contract Modification through a pricing update/product addition has been issued. Current contract pricing will remain in effect until this process is complete.

Please verify that the following information is correct and accurate:

POs Attn: Order Desk
Progressive Services Inc. dba Progressive Roofing
23 N. 35th Avenue
Phoenix, AZ 85009

Remit to: Progressive Services Inc. dba Progressive Roofing
Accounts Receivable
23 N. 35th Avenue
Phoenix, AZ 85009

Member Contact: Alice Hunt
Contract Administrator: Alice Hunt
Phone Number: 602-278-4900
Fax Number: 602-278-3199

Vendor Logo

Currently, we have the following logo on file for use on our website in our product/vendor finder:

PROGRESSIVE ROOFING

If you wish to revise or update the logo we have on file, keep the following requirements in mind:

- *What file types are acceptable?* Vector point files are highly recommended (such as .ai or .eps files). If you don't have access to a vector point file, a large hi-resolution (approximately 150-300 dpi) JPEG, TIFF, BITMAP, GIF or PNG file will work. Having a file with a high dpi will help keep images looking sharp if we need to resize the logo.

- *What file size is recommended?* There is no limitation to the logo file size.

Modification of Contract
(Contract Extension)

Vendor Benefits Description

Currently, we have the following information on our website detailing the benefits of your contract for our members to view:

Progressive Roofing operates under the core value of character and the philosophy of providing clients with the best possible service at a fair price. Whether it is maintenance or replacement of existing roofing, waterproofing barriers or the design and installation of new applications, Progressive Roofing is prepared to meet and exceed the expectations of Mohave members and participating entities.

If you wish to revise or update the vendors benefits information we have on file, keep the following requirements in mind:

- The description should be 150-200 words that explain the benefits that your company can provide to our members through your Mohave contract.
- The description should give a brief overview for members who may be accessing information about your contract from our product vendor finder on Mohave's website.
- Please note that Mohave reserves the right to revise or modify the information provided either for content or length.

Email or fax request for information revisions or additional information to contracts@mesc.org or 928-718-3232. If you have any questions, contact your Contract Specialist either via email at mike@mesc.org or phone 928-718-3203.

MOHAVE
COOPERATIVE

NOTIFICATION OF AWARD LETTER

March 20, 2019

Sent this day via email to mark.farrell@progressiveus.com

Mark Farrell, President
Progressive Services, Inc. dba Progressive Roofing
23 N. 35th Avenue
Phoenix, AZ 85009

Congratulations, Progressive Services, Inc. dba Progressive Roofing's response has been awarded a contract under IFB 18R-0124. Attached is a copy of the Mohave signed *Bid and Acceptance Form*. Important notes and action items regarding the award are listed on the following pages. **Some action items contain important deadlines noted in bold font. Be sure to meet the requests and/or requirements on or before the deadlines noted.**

Your organization is bound by the terms of this contract; **only items specifically requested in this solicitation and awarded in your response to this solicitation will be authorized/allowed.**

Advise your Mohave customers to make purchase orders out to Progressive Services, Inc. dba Progressive Roofing's. In the event you receive a purchase order from a member that does not contain the "MESC REVIEWED" stamp, it should be faxed to (928-718-3232), or emailed (orders@mesc.org) to Mohave for review.

Do not perform any work or provide any products until you receive an "MESC Reviewed" purchase order.

We highly recommend having your staff review our vendor information pages at (http://www.mesc.org/resources-brochures) to learn more about working with Mohave. Especially helpful is the Vendor Handbook.

The procurement file for IFB 18R-0124 was made available for public inspection on March 20, 2019.

Please check all the entries on the contract record attached. You may make additions or revisions to the description (40 words or less), contact persons, contact information, or other information about your contract. Email back any changes as soon as possible to michael@mesc.org.

Your contract number is 18R-PRO-0418 and will take effect on April 18, 2019.

If you have any questions regarding your new contract, please call me at (928) 718-3222. We look forward to working with you and your company in the future.

Michael S. Carter, CPPB
Contract Specialist I

IFB 18R-0124 Award Recommendation

Approval of the #18R-0124 award as recommended:

Signature: Nancy L. Colbaugh Date: March 19, 2019

Nancy Colbaugh, CPPB
Contracts Manager

Signature: Anita S McLemore Date: March 19, 2019

Anita S. McLemore, C.P.M.
Executive Director

Action 14.

Regular Board of Supervisors Meeting **Health & Social Services**

Meeting Date: 06/09/2020

Arizona, Prescription Drug Overdose Prevention Program, Contract #ADHS 18-180472, Amendment #2

Submitted By:	Briggita Hodges, Health & Social Services		
Department:	Health & Social Services		
Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature NOT Required	**# of ORIGINALS Submitted for Signature:**	0
NAME of PRESENTER:	Carrie Langley	**TITLE of PRESENTER:**	Health Department Director
Mandated Function?:	Not Mandated	**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 Contract #ADHS 18-180472, Amendment #2, Arizona Prescription Drug Overdose Prevention Program, between the Arizona Department of Health Services and Cochise Health & Social Services, in the amount of $470,720, effective July 1, 2020 through June 20, 2021.

Background:

In 2017 Arizona declared an Opioid Epidemic, and over the course of the past 3 years, CDC funding has supported prevention-based strategies and linkages to care. This grant funding will continue to support expanded prevention-based strategies, enhance linkages to care, and support data collection, analysis and reporting for localized trends in opioid use disorders aligned with public health best practices.

Department's Next Steps (if approved):

Your approvals are respectfully requested.

Impact of NOT Approving/Alternatives:

Not approving this grant amendment would eliminate the ability to provide prevention-based strategies around opioid use disorders, and linkages to care.

To BOS Staff: Document Disposition/Follow-Up:

N/A

Budget Information

Information about available funds

Budgeted: (●) **Funds Available:** (●) **Amount Available:** 470720

Unbudgeted: ( ) **Funds NOT Available:** ( ) **Amendment:** [ ]

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 20/21

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

Ongoing Costs? ($$$):

County Match Required? ($$$):

A-87 Overhead Amt? (Co. Cost Allocation $$$): 34184.00

Source of Funding?:

Fiscal Impact & Funding Sources (if known):

Salaries/EREs	$72,762
A-87 OH at 46.98%	$34,184
Authorized OH	$0
Net County Subsidy	$34,184

Attachments

Executive Summary

IGA

Executive Summary Form

Agenda Number: HLT _

Recommendation:
Approve amendment of Cochise County – Arizona, Prescription Drug Overdose Prevention Program, Contract #ADHS 18-180472, Amendment #2, between the Arizona Department of Health Services and Cochise Health & Social Services in the amount of $470,720 for the period of 7/1/20 – 6/30/21. This is a cost-reimbursement/fixed-price grant.

Background (Brief):

In 2017 Arizona declared an Opioid Epidemic, and over the course of the past 3 years, CDC funding has supported prevention-based strategies and linkages to care. This grant funding will continue to support expanded prevention-based strategies, enhance linkages to care, and support data collection, analysis and reporting for localized trends in opioid use disorders aligned with public health best practices.

Fiscal Impact & Funding Sources:

Salaries/EREs	$72,762
A-87 OH at 46.98%	$34,184
Authorized OH	$0
Net County Subsidy	$34,184

Next Steps/Action Items/Follow-up: Your approvals are respectfully requested.

Impact of Not Approving:

Not approving this grant amendment would eliminate the ability to provide prevention-based strategies around opioid use disorders, and linkages to care.

	INTERGOVERNMENTAL AGREEMENT (IGA) **Amendment**	**ARIZONA DEPARTMENT OF HEALTH SERVICES** 150 N 18th Ave Suite 530 Phoenix, Arizona 85007
	Contract No.: **ADHS18-180472** / Amendment No.: **2**	Procurement Officer **Christopher Balderrama**

COCHISE COUNTY - ARIZONA PRESCRIPTION DRUG OVERDOSE PREVENTION PROGRAM

Effective upon signature of both parties, it is mutually agreed that the Intergovernmental Agreement referenced is amended as follows:

1. Pursuant to the Terms and Conditions, Provision Six (6) Contract Changes, Section 6.1 Amendments, Purchase Orders and Change Orders,

1.1 **The Scope of Work shall be replaced with the revised Scope of Work in this Amendment Two (2)**.

1.2 **The Price Sheet shall be replaced with the revised Price Sheet in this Amendment Two (2)**.

1.3 **The Provision of "Authorization for Provision of Services," outlined below, shall be added to the IGA Terms and Conditions as Provision twenty-four (24) under this Amendment Two (2).**

-- All other provisions of this Agreement remain unchanged. --

COCHISE HEALTH AND SOCIAL SERVICES Contractor Name		**CONTRACTOR SIGNATURE** Contractor Authorized Signature
1415 Melody Ln. Building A Address		Printed Name
Bisbee / AZ / 85603 City / State / Zip		Title
CONTRACTOR ATTORNEY SIGNATURE Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona. Signature / Date Printed Name		This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory. **State of Arizona** Signed this _____ day of _____ 2020 Procurement Officer
Contract No. **ADHS18-180472,** which is an Agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney General, who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona. Signature / Date Assistant Attorney General Printed Name:		

1. DEFINITIONS

1.1 "ADHS" for the purpose of this document refers to the Arizona Department of Health Services.

1.2 "ADHS Program Manager" means Arizona Department of Health Services employed staff managing the Project contract.

1.3 "CDC" for the purpose of this document refers to the Centers for Disease Control and Prevention.

1.4 "County or County Health Department" for the purpose of this document means the individual counties selected as high-burden areas in the state to implement the Prescription Drug Misuse and Abuse Toolkit.

1.5 "County Health Department program managers" for the purpose of this document, refers to the individual who works for the Contractor who has overall responsibility of the proposed project, including management of staff and Contractors to ensure that the State is in compliance with all grant requirements and communication with ADHS on progress made toward achieving the deliverables.

1.6 "CSPMP" for the purpose of this document refers to the Controlled Substances Prescription Monitoring Program.

1.7 "DEA" for the purpose of this document refers to the United States Drug Enforcement Administration.

1.8 "High-burden areas" for the purpose of this document refers to communities which are identified by the department and Contractor as areas within the county with the highest rates of prescription drug mortality and morbidity.

1.9 "NAS" for the purpose of this document refers to Neonatal Abstinence Syndrome.

1.10 "OAR" for the purpose of this document refers to the Arizona Opioid Assistance Referral Line

1.11 "OIP" for the purpose of this document refers to the Office of Injury Prevention within the Arizona Department of Health Services.

1.12 "Opioid" for the purpose of this document refers to a natural or synthetic class of drug used to reduce pain. This class of drugs includes and pain medications available legally by prescription, such as oxycodone, hydrocodone, codeine, morphine, and many others, synthetic opioids such as fentanyl, and the illegal drug heroin

1.13 "Opioid Use Disorder" or (OUD) for the purpose of this document refers to the recurrent use of opioids that causes clinically significant impairment, including health problems, disability, and failure to meet major responsibilities at work, school, or home

1.14 "Overdose" for the purpose of this document refers to injury to the body "poisoning" that happens when a drug is taken in excessive amounts, an overdose can be fatal or nonfatal

1.15 "Partners" for the purpose of this document refers to state agencies, providers, EBP's, communities and others.

1.16 "PSAs" for the purpose of this document refers to public service announcements.

1.17 "Rx" for the purpose of this document refers to prescription.

2. BACKGROUND

The ADHS, Division of Prevention Services, Bureau of Chronic Disease and Health Promotion (BCDHP), Office of Injury and Violence Prevention administers funds provided through Federal and State sources for the operation of the Prescription Drug Overdose Prevention program. The program aims to increase public safety through the expansion of opioid misuse and prevention activities and initiatives across the state.

Drug overdose deaths continue to increase in the United States. According to the CDC, two-thirds of these deaths involve an opioid (prescription opioid, heroin, and synthetic opioids like fentanyl), resulting in more than 47,000 opioid related deaths in 2017.

Opioid morbidity and mortality rates have increased dramatically in Arizona as well. Between 2012 and 2016, Arizona experienced a seventy-four percent (74%) spike in the number of opioid overdose deaths. In 2016, 790 opioid overdose deaths were reported across the state (more than two (2) people per day). On June 5, 2017, Governor Douglas A. Ducey declared a public health emergency calling for a heightened response to reducing opioid related death and injury across the state. While Arizona has taken significant strides in combatting the opioid epidemic, deaths have continued to rise. In 2018, opioid overdoses resulted in the death of 1,153 Arizonans (more than three (3) people per day).

In 2017, Arizona ranked 28th in the Nation for opioid related deaths with a rate of 13.9 deaths per 100,000 population. According to real-time opioid data, which ADHS has collected since 2017, sixty percent (60%) of suspected fatal and non-fatal opioid overdoses were among males, occurring more frequently within the twenty-five to thirty-four (25-34) year age range. Of the opioid overdose events that occurred in females, non-fatal events occurred more frequently within the twenty-five to thirty-four (25-34) year age range. Fatal events occurred most frequently in women age thirty-five to fifty-four (35 – 54) years.

More than half, fifty-two percent (52%) of all opioid overdose cases in Arizona involve more than one drug. In cases involving polysubstance use, the majority involves Benzodiazepine (35.8%) used in conjunction with a prescription opioid, or in combination with an illicit opioid. Since 2017, Arizona has experienced the most dramatic increase in the number of cases involving fentanyl. In 2018, fentanyl alone or in combination with other drugs was reported in sixteen percent (16%) of all verified overdoses, a one-hundred and thirty percent (130%) increase from the previous year.

Eighty-five percent (85%) of verified overdose cases involved a patient with pre-existing medical conditions. While a history of substance abuse, including alcohol, and chronic pain are most commonly reported, data shows that nearly have of all overdose cases had a co-occurring mental health condition (depression, anxiety, suicidal ideation, etc.) documented in their medical record.

Opioid prevention funds will be used to continue building statewide capacity to offer effective opioid overdose prevention and treatment services, including ongoing enhancements to the state CSPMP, widespread implementation of the Arizona Rx Drug Misuse and Abuse Initiative Toolkit across all communities, developing public facing data dashboards to increase community awareness, enhancing local linkages to care, and especially to those providing services to at risk populations including justice involved individuals, providing ongoing support to the OAR line and establishing local overdose fatality review teams to examine and identify circumstances and risk factors associated with fatal drug overdoses.

3. OBJECTIVES

With resources awarded through the CDC and Substance Abuse and Mental Health Services Administration (SAMHSA), Arizona will be well equipped to continue expanding prevention services and strategies to halt, reverse, and diminish the opioid crisis in our state. Key Strategies and Initiatives that will guide our work include:

3.1 Enhancing the capacity of county health departments to address the opioid epidemic through implementation of prevention-based strategies that will lessen the overall impact and burden of opioid misuse across the community; and

3.2 Expanding local linkages to care to improve access to prevention-based and OUD treatment services across the state.

4. TASKS

The Contractor shall:

4.1 Community Outreach and Education

4.1.1 Establish Memorandums of Understanding (MOUs) with local agencies/ organizations to increase awareness and utilization of Arizona Rx Drug Misuse and Abuse Prevention Toolkit strategies and community outreach and training materials- https://substanceabuse.az.gov/substance-abuse/rethink-rx,

4.1.2 Disseminate opioid resources to appropriate target audiences,

4.1.3 Collaborate with local agencies and organizations to maintain public facing dashboard highlighting local treads related to opioid misuse, and

4.1.4 Collaborate with local agencies and organizations to increase public awareness related to harms associated with opioid misuse.

4.2 Targeted Naloxone Distribution

4.2.1 Disseminate local resources and materials related to opioid overdose recognition and naloxone administration- azhealth.gov/opioid,

4.2.2 Engage with the public and local partners to coordinate naloxone training services, and

4.2.3 Develop and maintain a map outlining the availability of sites that provide naloxone distribution, training, and educational services across Pinal County.

4.3 Linkages to Care

4.3.1 Partner with local agencies/organizations to establish protocols and procedures guiding the process for linking post overdose patients and/or individuals at risk for overdose to appropriate follow-up and treatment services,

4.3.2 Partner with local agencies and organizations to support coordination of diversion services that deliver individuals into systems of care for opioid misuse treatment and follow-up resources,

4.3.3 Partner with community-based organizations to increase access and availability of peer-support and linkages to care services provided to justice-involved individuals,

4.3.4 Partner with community-based organizations provide transportation for opioid misuse and overdose prevention services,

4.3.5 Partner with community-based organizations to develop and deploy multidisciplinary teams that provide outreach and follow up care to post- overdose/ at risk individuals, and

4.3.6 Develop county specific treatment access plan.

4.4 Drug Overdose Fatality Review Team Maintenance

4.4.1 Provide ongoing support to the local Overdose Fatality Review team,

4.4.2 Utilize data obtained from OFR team case reviews to establish local recommendations to prevent future drug overdoses across the community,

4.4.3 Assist with state efforts for ongoing opioid surveillance, case review and classification within Arizona's MEDSIS system. This includes requesting medical records for locally assigned cases for opioid overdose with or without fatality, as well as reported cases of Neonatal Abstinence Syndrome (NAS), and

4.4.4 Conduct outreach to local state licensed healthcare facilities to encourage compliance with reporting requirements for opioid related events (See A.A.C. Title 9, Health Services, Chapter 4, Article 6).

5. REQUIREMENTS

The local overdose fatality review (OFR) teams are required to identify a local point of contact within the county health department to receive confidential medical information, personally identifiable information, or highly-sensitive personal information via secure messaging from the Office of Vital Records (OVR) or the ADHS. The designated point of contact agrees to monitor authorized persons use of personally identifiable data and not to use or disclose confidential medical information, personally identifiable information or highly-sensitive personal information as required by law.

6. DELIVERABLES

The Contractor shall:

6.1. Complete quarterly surveys distributed through the Arizona State University Southwest Interdisciplinary Research Center (ASU SIRC) evaluation team to record data on local progress with completing grant related activities and initiatives no later than thirty (30) days following the end of each quarter;

6.2. Participate in surveys, interviews (remote or face-to-face), and questionnaires developed and disseminated by the ASU SIRC evaluation team to collect data and information necessary to assess state and local progress with meeting grant related goals and objectives;

6.3. Submit an annual OFR report outlining findings and recommendation of local review team by June 30th;

6.4. Receive pre-approval before releasing any public service announcements (PSAs) or new educational materials;

6.5. Maintain documentation of any PSAs created and run in the county regarding opioid misuse prevention;

6.6 Prepare and submit quarterly Contractors Expenditures Reports (CERs) no later than thirty (30) days following the end of each quarter; and

6.7 Prepare and submit annual progress report outlining all grant related activities completed no later than sixty (60) days following the end of each contract year.

DELIVERABLE TITLE	DUE DATE	SUBMIT TO
1st Quarter Survey Completion and CER	December 30th	AZOPIOID@AZDHS.GOV
2nd Quarter Survey Completion and CER	March 30th	AZOPIOID@AZDHS.GOV
3rd Quarter Survey Completion and CER	June 30th	AZOPIOID@AZDHS.GOV
Annual Overdose Fatality Review Team Report	June 30th	AZOPIOID@AZDHS.GOV
4TH Quarter Survey Completion and CER	September 30th	AZOPIOID@AZDHS.GOV
Annual Progress Report	October 30st	AZOPIOID@AZDHS.GOV

7. STATE PROVIDED ITEMS:

ADHS will:

7.1 Host quarterly conference calls to provide updates and information on opioid prevention projects and activities;

7.2 Host an annual face-to-face meeting for funded agencies and organization; and

7.3 Schedule as needed one-on-one meetings with contracted agencies to provide additional support for the implementation of grant related activities.

8. REFERENCE DOCUMENTS:

8.1 Arizona Opioid Epidemic webpage and Interactive Data Dashboard- azhealth.gov/opioid,

8.2 Arizona Prescription Drug Misuse and Abuse Community Toolkit and community outreach and training materials - https://substanceabuse.az.gov/substance-abuse/rethink-rx, and

8.3 Arizona Opioid Assistance and Referral Line- https://phoenixmed.arizona.edu/oar.

9. APPROVALS:

9.1 Prior to publishing or recording any marketing materials including, but not limited to, brochures, posters, public service announcements, publications, videos, or journal articles which will be developed and paid using funds awarded under this Contract, a draft of the marketing material must first be approved by ADHS. The ADHS Communications Director must approve prior to the dissemination of such materials or airing of such announcements.

10. NOTICES, CORRESPONDENCE, REPORTS:

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

Arizona Department of Health Services
Attn: Lacie Ampadu, Injury and Substance Abuse Prevention Manager
Office of Injury Prevention
150 North 18th Avenue, Suite 320
Phoenix, AZ 85007
Tel: 602-364-3321
Fax: 602-364-1496
Email: azopioid@azdhs.gov

10.2 Notices, Correspondence, Reports and Payments from ADHS to the Contractor shall be sent to:

Cochise Health and Social Services
Attn: Carrie A. Langley, Director
1415 Melody Lane, Building A
Bisbee, Arizona 85603
Phone: (520) 432-9468
Fax: (520) 432-9480
Email: CLangley@cochise.az.gov

10.3 Invoices shall be sent to invoices@azdhs.gov.

Cochise County Health Department

CDC Overdose Data to Action Cooperative Agreement (OD2A)	
ACCOUNT CLASSIFICATION	**AMOUNT**
Salary and Wages	$30,000
Fringe Benefits	$5,000
Consulting Costs	$0.00
Equipment	$2,000
Supplies	$5,000
Travel	$4,000
Other Categories	$10,289
Contractual	$217,161
Total Indirect	
TOTAL NOT TO EXCEED	**$273,450**

Year 2 State Opioid Response (SOR) Grant (Linkages to Care)	
ACCOUNT CLASSIFICATION	**AMOUNT**
Salary and Wages	$ 67,600
Fringe Benefits	$ 13,787
Consulting Costs	$ 0.00
Equipment	$ 6,275.76
Supplies	$ 3,500
Travel	$ 7,125.34
Other Categories	$ 3,350.26
Contractual	$ 0.00
Total Indirect	
TOTAL NOT TO EXCEED	**$172,270**

Year 2 State Opioid Response (SOR) Grant (Overdose Fatality Review)	
ACCOUNT CLASSIFICATION	**AMOUNT**
Salary and Wages	$ 7,300
Fringe Benefits	$ 1,200
Consulting Costs	$ 0.00
Equipment	$ 3,000
Supplies	$ 500
Travel	$ 5,000
Other Categories	$ 500
Contractual	$ 7,700
Total Indirect	
TOTAL NOT TO EXCEED	**$ 25,000**

With prior written approval from the Program manager, the Contractor is authorized to transfer up to a maximum of ten percent (10%) of the total budget amount between line items. Transfers of funds are only allowed between funded line items. Transfers exceeding ten percent (10%) or to a non-funded line item shall require an amendment.

24. AUTHORIZATION FOR PROVISION OF SERVICES

Authorization for purchase of services under this contract shall be made only upon ADHS issuance of a Purchase Order that is signed by an authorized agent. The Purchase Order will indicate the contract number and the dollar amount of funds authorized. The Contractor shall only be authorized to perform services up to the amount on the Purchase Order. ADHS shall not have any legal obligation to pay for services in excess of the amount indicated on the Purchase Order. No further obligation for payment shall exist on behalf of ADHS unless: a) the Purchase Order is changed or modified with an official ADHS Procurement Change Order, and/or b) an additional Purchase Order is issued for purchase of services under this Agreement.

Action 15.

Regular Board of Supervisors Meeting **Health & Social Services**

Meeting Date: 06/09/2020

FirstThingsFirst Childcare Health Consulting Contract #GRA-STATE-19-0968-01-Y2

Submitted By: Briggita Hodges, Health & Social Services

Department: Health & Social Services

Presentation:	No A/V Presentation	**Recommendation:**	Approve
Document Signatures:	BOS Signature NOT Required	**# of ORIGINALS Submitted for Signature:**	0
NAME of PRESENTER:	Carrie Langley	**TITLE of PRESENTER:**	Health Department Director
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 renewal of Child Care Health Consulting Contract #GRA-STATE-19-0968-01-Y2, between First Things First and Cochise Health & Social Services, in the amount of $88,920, effective July 1, 2020 through June 30, 2021.

Background:

Since 2014 Cochise Health and Social Services has been able to provide Childcare health consultation to day care centers serving the birth to 5 population. 90% of a child's brain development occurs before they enter Kindergarten. The consultation services provided through this grant primary focus on health and safety and have allowed us to provide targeted and individual education to centers to meet needs, as well as group-based education and training to maintain competencies in day care staff. With collaboration across health, the department has been able to target immunization information which has collectively contributed to achieving an overall rate of 96% across our county, achieving herd immunity numbers for all vaccine preventable diseases.

Consultation services focus on socio-emotional education, playground safety, healthy food and food safety, as well as communicable disease prevention, planning and education for community emergencies, oral health, literacy and safe play and early detection of visual and auditory disruptions.

Department's Next Steps (if approved):

Your approvals are respectfully requested.

Impact of NOT Approving/Alternatives:

Not approving this funding would result in the inability to provide childcare health consultation services to our community.

To BOS Staff: Document Disposition/Follow-Up:

N/A

Budget Information

Information about available funds

Budgeted: ○ **Funds Available:** ◉ **Amount Available:** 88920.00

Unbudgeted: ○ **Funds NOT Available:** ○ **Amendment:** ☐

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 20/21
One-time Fixed Costs? ($$$):
Ongoing Costs? ($$$):
County Match Required? ($$$):
A-87 Overhead Amt? (Co. Cost Allocation $$$):
Source of Funding?:

Fiscal Impact & Funding Sources (if known):

Salaries/EREs	$76,870
OH @ 46.98%	36,114
Authorized OH	3,500
Net County Subsidy	$32,614

Attachments

Executive Summary
Contract

Executive Summary Form

Agenda Number: HLT 5204_

Recommendation:
Approve renewal of FirstThingsFirst Childcare Health Consulting Contract #GRA-STATE-19-0968-01-Y2, between the First Things First and Cochise Health & Social Services in the amount of $88,920 for the period of 7/1/2020 – 6/30/2021. This is a cost reimbursable grant.

Background (Brief):
Since 2014 Cochise Health and Social Services has been able to provide Childcare health consultation to day care centers serving the birth to 5 population. 90% of a child's brain development occurs before they enter Kindergarten. The consultation services provided through this grant primary focus on health and safety and have allowed us to provide targeted and individual education to centers to meet needs, as well as group-based education and training to maintain competencies in day care staff. With collaboration across health, the department has been able to target immunization information which has collectively contributed to achieving an overall rate of 96% across our county, achieving herd immunity numbers for all vaccine preventable diseases.

Consultation services focus on socio-emotional education, playground safety, healthy food and food safety, as well as communicable disease prevention, planning and education for community emergencies, oral health, literacy and safe play and early detection of visual and auditory disruptions.

Fiscal Impact & Funding Sources:

Salaries/EREs	$76,870
OH @ 46.98%	36,114
Authorized OH	3,500
Net County Subsidy	$32,614

Next Steps/Action Items/Follow-up: Your approvals are respectfully requested.

Impact of Not Approving:
Not approving this funding would result in the inability to provide childcare health consultation services to our community.

FIRST THINGS FIRST

4000 North Central Avenue, Suite 800, Phoenix, Arizona 85012
602.771.5100 | 877.803.7234 | firstthingsfirst.org

Notice of Renewal Consideration

DATE: March 20, 2020

TO: Cochise Health & Social Services
Attn: Carrie Langley
clangley@cochise.az.gov

FROM: Christine Cramer, Fiscal Specialist

RE: Grant Renewal Information for State Fiscal Year 2021 (SFY21)

The following First Things First grant is eligible for renewal consideration. Receipt of this packet does not guarantee renewal of the grant award but if renewed, the award period for your SFY21 grant will be July 1, 2020 through June 30, 2021.

Grantee Name:	Cochise Health & Social Services
SFY20 FTF Grant Number:	GRA-STATE-19-0968-01-Y2
Lead Strategy:	QF Child Care Health Consultation
Non-Lead Strategies:	N/A
Eligible Renewal Amount for SFY21:	$88,920

The renewal packet includes the following documents:

1. **Grant Renewal Amendment**
   Confirm the eligible award amount and contracted service units on the form.

2. **Line-Item Budget and Budget Narrative**
   The SFY21 Line-Item Budget and Budget Narrative should continue to align with the approved SFY20 Line-Item Budget and Budget Narrative and the scope of the approved programming.

3. **Program Personnel Table**
   Complete the table with the personnel that align with the SFY21 Line-Item Budget and Budget Narrative.

Follow Up Action Necessary

Please complete all documents; have your designated signatory sign the amendment, line-item budget, and budget narrative; and then scan/email all items back to me by **May 11, 2020**. Electronic submission to ccramer@firstthingsfirst.org is preferred but if sending by standard mail, please send to my attention, First Things First, 4000 N. Central Avenue, Suite 800, Phoenix, AZ 85012.

FIRST THINGS FIRST

4000 North Central Avenue, Suite 800, Phoenix, Arizona 85012
602.771.5100 | 877.803.7234 | firstthingsfirst.org

If the renewal is approved by the Board of First Things First at the June 2020 meeting, First Things First will countersign the amendment document and scan/email it back for your records.

Reminders

Grantees must always adhere to the latest version of the Standards of Practice which can be located in the Strategy Toolkit, www.firstthingsfirst.org/grants/strategy-toolkit and related policy documents that apply to this grant. Additional policy/grant-related documents (FTF Grants Uniform Terms and Conditions, FTF Data Security Policy and Procedures, and the FTF Tribal Data Policy) are located under Grantee Resources, www.firstthingsfirst.org/grants/grantee-resources.

SFY21 Data Template Training

If refresher data template training is needed for SFY21, please contact the FTF Evaluation team to schedule, ftfevaluation@firstthingsfirst.org.

Closing out SFY20

Your current grant ends June 30, 2020. Final narrative and data reports must be submitted on or before July 20, 2020 and your final request for reimbursement must be submitted no later than August 17, 2020 (45 days from the grant end date.) Unexpended funds from SFY20 do not carry over to SFY21.

If you have any questions, please contact me at (602) 771-5093 or ccramer@firstthingsfirst.org.

Thank you.

FIRST THINGS FIRST	**Grant Renewal Amendment**	Early Childhood Development and Health Board (First Things First) 4000 North Central Avenue, Suite 800 Phoenix, Arizona 85012 (602) 771-5100
	Grant Renewal/2021 Grant Award GRA-STATE-19-0968-01-Y3 Cochise Regional Partnership Council QF Child Care Health Consultation	

CONTRACTOR:

Cochise Health & Social Services

PURPOSE OF AMENDMENT:

1. Pursuant to the Special Terms and Conditions, Contract Renewal, for the above referenced grant award, the State of Arizona hereby exercises its sole option to renew the grant award number referenced above. The renewal award period is **July 1, 2020** through **June 30, 2021**.

2. Total award amount for the grant period is $88,920

3. Contracted Service Units:
   Lead Strategy:
   QF Child Care Health Consultation
   Primary Strategy:
   Number of center based providers served: 27

   Secondary Strategy:
   Number of home based providers served: 6
   Number of Non-QF Centers: 0
   Number of Non-QF Homes: 0

4. The grantee is responsible for all updated Standards of Practice located in the First Things First Partner and Grant Management System (PGMS) under Grantee Resources/Standards of Practice.

5. All other terms and conditions remain unchanged and are according to the original award documents, clarification documents and renewal submission documents.

Contractor hereby acknowledges receipt and understanding of the contract amendment	The above referenced amendment is hereby executed effective July 1, 2020 once signed and dated below:
Signature: Carrie Langley Name: Carrie Langley Title: Director, CHSS Date: May 10, 2020	Josh Allen CFO/COO Date

Line-Item Budget and Budget Narrative

SFY21 Line-Item Budget

Budget period: July 1, 2020 – June 30, 2021

Budget Category	Line Item Description	Requested Funds	Total Cost
PERSONNEL SERVICES		**Personnel Services Sub Total**	**$62,244.00**
Salaries			
EMPLOYEE RELATED EXPENSES		**Employee Related Expenses Sub Total**	**$12,448.00**
Fringe Benefits or Other ERE			
PROFESSIONAL AND OUTSIDE SERVICES		**Professional & Outside Services Sub Total**	**$**
Contracted Services			
TRAVEL		**Travel Sub Total**	**$3,557.00**
In-State Travel Out-of-State Travel			
AID TO ORGANIZATIONS OR INDIVIDUALS		**Aid to Organizations or Individuals Sub Total**	**$**
Subgrants or Subcontracts to organizations/agencies/entities			
OTHER OPERATING EXPENSES		**Other Operating Expenses Sub Total**	**$8,003.00**
• Telephones/Communications Services-1 • Internet Access-2 • General Office Supplies-3 • Food-4 • Rent/Occupancy-5 • Utilities-6 • Furniture-7 • Postage-8 • Software (including IT supplies)-9 • Dues/Subscriptions-10 • Advertising-11 • Printing/Copying-12 • Equipment Maintenance-13 • Professional Development (Staff Training, Conferences, Workshops, Training Fees for Staff)-14 • Insurance-15 • Program Materials-16 • Program Supplies-17 • Scholarships-18 • Program Incentives-19			1. $1,000.00 2. $1,000.00 3. 4. 5. 6. 7. 8. $100.00 9. 10. $300.00 11. 12. $300.00 13. 14. $2,903.00 15. 16. $2,000.00 17. $400.00 18. 19.
NON-CAPITAL EQUIPMENT		**Non-Capital Sub Total**	**$**
Equipment $4,999 or less in value			
Subtotal Direct Program Costs:			**$**
ADMINISTRATIVE/INDIRECT COSTS		**Total Admin/Indirect**	**$2,668.00**
Indirect/Admin Costs		$	**$**
Total		**$**	**$88,920.00**

Authorized Signature _____ Date May 11, 2020

SFY21 Budget Narrative

The budget narrative should provide a clear and concise description of how amounts were determined, including calculations, for each proposed line item in the Line-Item Budget. If a budget category does not apply, either leave blank or delete the category.

Personnel Services: Andrea White, RN @ .6FTE- 24 hours @ 30.00 /hr Leslie Johns LPN @ .8 FTE – 35 hours @ 25.00 / hr
Employee Related Expenses: *OASI at 7.65%=* *ASRS at 12.11%* *Workers comp at .27%=* *Health Insurance= Up to $7000*
Professional and Outside Services: *0*
Travel: *3557.00 – travel supports 2 CCHC's for required trainings to conferences, symposiums and other mandatory FTF events. In the past we have had to supplement this fund with our general funds for the health department. We will not be able to do this in the future.*
Aid to Organizations or Individuals: *0*
Other Operating Expenses: *8003.00* *1000- mobile phones (1 each per CCHC)* *1000- hotspots for internet connections (1 each per CCHC)* *100 – postage* *300- subscription – dues* *300 – printing of newsletter tailored for community / center* *2903- professional development needs- CCHC training for development – workshop and conference* *2000- program materials- intro for CCHC classrooms, cards, books, DVD's, thumb drives* *400 – program supplies*

Non-Capital Equipment: *0*

Administrative/Indirect Costs: *Administrative costs are general or centralized expenses of overall administration of an agency/organization that receives grant funds and does not include particular program costs. Such costs are generally identified with the agency/organization's overall operation and are further described in 2 CFR 220, 2 CFR 225, and 2 CFR 230.*

Indirect costs are costs of an organization that are not readily assignable to a particular program, but are necessary to the operation of the organization and the performance of the program. The cost of operating and maintaining facilities, depreciation, and administrative salaries are examples of the types of costs that are usually treated as indirect.

Applicants must list either Option A or Option B and provide proper justification for expenses included:

X **Option A - Administrative Costs**: *with proper justification, applicants may include an allocation for administrative costs for up to 10% of the total direct costs requested of the grant request. Administrative costs may include allocable direct charges for: costs of financial, accounting, auditing, contracting or general legal services; costs of internal evaluation, including overall management improvement costs; and costs of general liability insurance that protects the agency/organization(s) responsible for operating a program, other than insurance costs solely attributable to the program. Administrative costs may also include that portion of salaries and benefits of the program's director and other administrative staff not attributable to the time spent in support of a specific program.*

OR

€ **Option B - Federally Approved Indirect Costs**: *If your agency/organization has a federally approved indirect cost rate agreement in place, applicants may include an allocation for indirect costs for up to 10% of the direct costs.* ***Applicants must provide a copy of their federally approved indirect cost rate agreement***.

Authorized Signature _____ Date May 11, 2020

FIRST THINGS FIRST

Program Personnel Table

Key Personnel - those individuals directly responsible for program implementation/services and are fully or partially funded through the proposed program.				
Name/ Position Title	**Background/Expertise*** Must include qualifications that align with the Standards of Practice (SOP)	**Key Roles and Responsibilities**	**Meets the SOP Staffing Qualifications Yes/No****	**FTEs funded through the program**
Carrie Langley Health Director	*MSN, MPH, RN: nurse educator (Certified), PhD candidate, scheduled program completion Aug 2020. Background with pediatrics emergency care and special needs population (spectrum disorders) case manager. Public health delivery and leadership, research background.*	*Supervisor for staff working in program- main contact for program and evaluation POC for grant*	*YES*	*General HD fund*
Andrea White CCHC	*BSN in nursing. Labor and delivery/ OB nursing background. Has pediatric nursing experience and inpatient pediatric experience as well.*	*CCHC roles and responsibilities*	*Yes*	*.50 FTE*
Leslie Johns	*LPN- community-based / public health nursing experience. Prior health educator with pediatric population.*	*CCHS roles and responsibilities*	*Yes (waiver approved)*	*1 FTE*
Additional Personnel - those individuals partially funded through the proposed program but who do not directly implement or have direct program oversight of the program.				
			Program Total:	

*** Resumes and/or job descriptions for key personnel may be requested at any time but unless otherwise indicated, they do not need to be submitted.**

**** By signing this document, I assure that all key personnel meet the Personnel/Staff Qualifications outlined in the FTF Standards of Practice or if any personnel do not meet the Staff Qualification standards, they have been approved through the FTF Request for Exemption from Staff Qualification process prior to hire.**

Carrie Langley, Director, CHDS

Name/Title

Date