

## HIGH COUNTRY TRAINING ACADEMY

### COST-SHARING ADDENDUM #1

FOR OCTOBER 1, 2025, THROUGH SEPTEMBER 30, 2026

Effective October 1, 2025, this "Cost-Sharing Addendum #1" to the Amended High Country Training Academy Intergovernmental Agreement ("Agreement") serves to completely replace and supplant the "Cost Sharing Addendum," which took effect March 1, 2023.

The Parties have determined that it is necessary to revise the Cost-Sharing Addendum, which includes both the tuition/fees as well as the responsibilities of each party.

In the event there is a conflict between the terms of the Agreement and the terms of this Cost-Sharing Addendum #1, the Agreement's terms shall control.

#### I. COCONINO COUNTY COMMUNITY COLLEGE DISTRICT ("COLLEGE") RESPONSIBILITIES

College agrees to provide the following:

##### A. Facilities:

1. Two classrooms at the Lone Tree Campus, one for recruit instruction and the other for defensive tactics training.
2. Office space.
3. Space for fitness, drill, and inspection at the Lone Tree Campus.
4. Parking permits, free of charge, to instructors and other staff of the High Country Training Academy ("HCTA").
5. Parking permits for recruits to purchase.

##### B. Staffing:

1. One full-time administrative assistant dedicated to HCTA Professional Services.
2. Cost of access to Northern Arizona Shooting Range or comparable facility.

##### C. Supplies:

1. Basic set of physical training/defensive tactics clothing for recruits.
2. Staff clothing (logo wear for instructors).
3. Books (ARS manual for each recruit).
4. Office supplies.
5. Targets for firing range.

6. Three thousand (3,000) rounds of ammunition for each recruit.
7. Defensive tactics training supplies (sanitizing supplies, tape, etc.).
8. Defensive tactics gear replacement and expansion.
9. Physical training supplies (first aid kits, etc.).
10. Physical training equipment replacement and expansion.
11. Meals for recruits and staff during off-site training (driving skills).

D. Travel:

1. Instructor food and lodging for driving skills training, field problems.
2. Recruit food and lodging for driving skills training.

E. Billing/Invoicing:

1. The College will invoice agencies at the start of each academy, and the agencies will make payment within thirty (30) days of receiving invoice. Once a recruit has started the academy, there will be no refunds, and full tuition will be paid by the sponsoring agency.

F. Indirect Costs:

1. Facilities, security, Information Technology, and instructional support, and other staff as needed to support HCTA at the same level as other College departments and programs.
2. All other indirect costs needed to maintain the facilities and services that support HCTA at the same level as other College departments and programs.

## II. PARTNER LAW ENFORCEMENT AGENCY RESPONSIBILITIES

Each Partner and/or their respective law enforcement agency (including Flagstaff Police Department ("FPD"), Coconino County Sheriff's Office ("CCSO"), and Northern Arizona University Police Department ("NAUPD")) will provide the following:

- A. CCSO will provide the HCTA Commander for the 2025-26 period.
- B. City of Flagstaff (FPD) will provide the Class Sergeant for the 2025-26 period.
- C. FPD and CCSO will provide one Recruit Training Officer ("RTO") each. For any classes that includes more than sixteen (16) recruits, the Partner law enforcement agencies and/or any other agencies enrolling recruits in HCTA will work together to provide additional RTOs as required.
- D. Qualified instructors as arranged by the Commander and Class Sergeant and approved by AZ Peace Officer Standards and Training Board ("AZPOST").
- E. FPD will provide access to its physical training facility as needed.
- F. In the event that the College's instructional facilities are unavailable, City of Flagstaff (FPD) will provide access to its training room.

- G. NAUPD will provide access to its facilities on a contingency basis as arranged by College and NAU administration.
- H. Partner agencies will assist with transporting recruits to remote training locations as needed, in accordance with agencies' policies and procedures.

### III. COMPENSATION

- A. Partner law enforcement agencies enrolling recruits in HCTA agree to pay the College tuition and fees in the amount of \$4,320 per recruit within thirty (30) days of being invoiced by College. As indicated above, there will be no refunds of tuition or fees once a recruit has started the academy.
- B. Every agency that is enrolling recruits agrees to provide the following for each recruit:
  - 1. All agency-provided uniforms and equipment that are issued to sworn officers, in accordance with their own policies, procedures, and timelines.
  - 2. Housing and, with the exception of lunches during scheduled driving training, meals as needed for recruits participating in the Academy who do not live within "community" distance of Coconino Community College.

### IV. TERMS

The terms of this Cost-Sharing Addendum shall be effective October 1, 2025, through September 30, 2026.

### V. AUTHORITY

Each Party to this Addendum warrants that the person signing below is authorized to sign on behalf of and to obligate said Party to the above terms and conditions.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed as of the day and year written above.

**SIGNATURES:**

**COCONINO COUNTY COMMUNITY COLLEGE DISTRICT:**

\_\_\_\_\_  
President or Designee

\_\_\_\_\_  
Date

Approved as to form by:

\_\_\_\_\_  
College Attorney

\_\_\_\_\_  
Date

**CITY OF FLAGSTAFF:**

\_\_\_\_\_  
Clerk of Council or Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief of Police or Designee

\_\_\_\_\_  
Date

Approved as to form by:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Date

**NORTHERN ARIZONA UNIVERSITY:**

\_\_\_\_\_  
Arizona Board of Regents for and on behalf of  
Northern Arizona University, Authorized Signatory

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief of Police or Designee

\_\_\_\_\_  
Date

Approved as to form by:

\_\_\_\_\_  
General Counsel

\_\_\_\_\_  
Date

**COCONINO COUNTY:**

\_\_\_\_\_  
Chair, Board of Supervisors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sheriff or Designee

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

Approved as to form by:

\_\_\_\_\_  
Deputy County Attorney

\_\_\_\_\_  
Date