



Joe Shirley, Jr.
Chairman, District I

Alton Joe Shepherd
Supervisor, District II

Doyel Shamley
Vice Chairman, District III

**NOTICE OF PUBLIC MEETING AND AGENDA OF
THE APACHE COUNTY BOARD OF SUPERVISORS AND
THE APACHE COUNTY PUBLIC HEALTH SERVICES DISTRICT**

April 18, 2017
Board of Supervisors' Hearing Room, First Floor
75 West Cleveland Street
St. Johns, Arizona
8:30 a.m. MST

Pledge of Allegiance.
Invocation by Invitation

**NOTICE OF PUBLIC MEETING AND AGENDA OF THE
APACHE COUNTY PUBLIC HEALTH SERVICES DISTRICT
HELD IN CONJUNCTION WITH THE
BOARD OF SUPERVISORS MEETING
April 18, 2017**

1. Submission of the Clinical Services Quarterly Update for the 3rd quarter.

**NOTICE OF PUBLIC MEETING AND AGENDA OF
THE APACHE COUNTY BOARD OF SUPERVISORS
April 18, 2017**

1. Milan Eaton, Arizona Department of Education: Presentation on Arizona Broadband for Education Initiative.

2. County Manager's Office: Discussion and possible action following a report from the Apache County Treasurer concerning the County budget reconciliations. Possible executive session for legal advice pursuant to A.R.S. 38-431.03 (A) (3).
3. Treasurer's Office: Discussion and possible approval to restructure the Apache County Treasurer's office using the following process steps:
 - A. Make the Part time Senior Accountant position a full time position,
 - B. Remove the Accountant position and replace it with an Accounting Specialist 3 position
 - C. Remove the Tax Lien/Bankruptcy Supervisor position and replace it with a Personal Property/Back Tax Assistant 3
 - D. Add an Accounting Specialist 2 position.
 - E. Promote Candice Davis into the Senior Accountant position at a salary of \$46,432.24,
 - F. Promote Analese Castillo into the Accounting Specialist 3 position at a salary of \$28,631.32
 - G. Promote Dawn Yarosh into the Personal Property/Back Tax Assistant 3 position with a salary of \$25,321.00
4. Treasurer's Office: Discussion and possible approval of an "Addendum to Certificate of Bank Accounts/Addendum to Certificate of Authority" and a resolution to open two new bank accounts with National Bank of Arizona and add authorized signors to the accounts for the Sheriff's Office. This request is a conjuncture of the banking services RFP that was approved by the Board on April 7, 2015.
5. Treasurer's Office: Discussion and possible approval of a "Certificate of Abatement of Taxes" pursuant to ARS 42- 18351, 42-18352, and 42-18353. This certificate impacts parcels and mobile home account numbers 204-18-002, M0400010, M1100338, M9900265, 201-70-112, 201-08-007, 211-26-009E. Total taxes to be abated; one thousand, seven hundred ninety one dollars and fifty five cents (\$1791.55). The total interest to be abated; six hundred eighty five dollars and sixty five cents (\$685.65). The total fees to be abated; one hundred three dollars and eighty five cents (\$103.85) for a total of two thousand, five hundred eighty one dollars and five cents (\$2,581.05).
6. County Manager: Discussion and possible approval of **CONSENT ITEMS**: All items indicated by an asterisk (*) will be handled by a single vote as part of the consent agenda, unless a Board Member or the County Manager objects at the time the agenda item is called.

County Manager/Clerk of the Board:

- *A. Request approval of demands as distributed to the Apache County Board of Supervisors between April 4, 2017 and April 18, 2017 . Demands are payments made, or to be made, by the County. Specific details of the demands may be requested through the County public record request process.
- *B. Request approval of minutes dated March 28, 2017 and April 4, 2017.

- *C. Request approval of a Special Event Liquor License application for Terry Fillipi, Alpine Business Association, for the Alpine Blues Music Festival on June 16 & 17, 2017, located at 42665 Highway 180, in Alpine, Arizona.

Community Development:

- *D. Notification to the public of multiple community meetings to be held in May, June and July regarding the Apache County Comprehensive Plan. The meetings are for gathering ideas and concerns from community members to help in the development of the Comprehensive Plan. The meeting schedule will be posted on the county website, social media, the newspaper, and locations around the county.
- *E. Request approval to waive the permit fee for a Temporary Use Permit for the Greer Civic Association, a non-profit organization to hold Greer Days, an annual community event in Greer, June 9th, 10th & 11th, 2017. A temporary Use Permit fee is \$300.

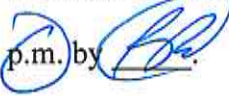
Sheriff's Office:

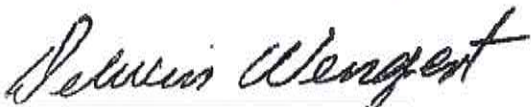
- *F. Notification of the retirement of Deputy Sheriff III, Chris Oakes and request approval to payout his sick leave balance. This request is made in accordance with Apache County Human Resources policy 3.25.
7. Community Development: Discussion and possible approval of an Amended Plat Map by applicants Joshua and Jessica McGinnis. The Applicants want to combine Lots 51 & 52 of the Ojo Bonito Estates Subdivision, parcel numbers 106-58-51/52, located near Vernon, AZ. Applicants are requesting the waiver of procedural requirements, and approval of the Amended Plat Map under the appeals process of Section 11 of the Subdivision Ordinance.
 8. Community Development: Discussion and possible renewal of a contract between Apache County and the Arizona Department of Housing, the Office of Manufactured Housing. The contract would grant Apache County the authority to continue to inspect the installation of manufactured houses within the county.
 9. Engineering Department: Discussion and possible approval to award Bid #201703 for a firewood processor. The purchase amount will come from the general fund.
 10. Malena Bazarro, Grants Manager: Discussion and possible adoption of the annual fair housing proclamation and resolution, which recognizes April as Fair Housing Month in Apache County.
 11. Malena Bazarro, Grants Manager: Discussion and possible approval for Apache County to act as the fiscal agent for the White Mountain Regional Medical Center application for the Ft. McDowell Proposition 202 Grant.

12. Sheriff's Office: Discussion and possible approval to re-instate the Apache County Sheriff's Office Reserve Program, which requires authorization payment by the Board, one thousand nine hundred fifty five dollars and fifty two cents (\$1,955.52) per year, per individual, on workman's compensation insurance or four hundred eighty eight dollars and eighty eight cents (\$488.88), per quarter, utilizing the sheriff's office budget.
13. Sheriff's Office: Request authorization for Apache County to enter into a Cooperative Law Enforcement Agreement (17-LE11030121-008), with the U.S. Forest Service for reimbursement by the Forest Service of up to \$5,000. The Agreement will allow a cooperative effort between Apache County and the Forest Service in connection with activities on National Forest Service (NFS) lands within Apache County, and to provide reimbursement to the Apache County Sheriff's Office for uniformed deputies with marked vehicles, to perform coverage on NFS lands, during busy summer weekends and holidays.
14. Finance Department: Discussion and possible approval to convert the currently vacant Internal Auditor (range 48) position to an Administrative Coordinator (Range 38) position and fill the vacancy.
15. Clerk of the Court: Discussion and possible approval of the following:
 - A. Convert the vacant Judicial Information System Manager position (range 28) to an Accounting Specialist III (range 28). This action will align the position with the actual duties.
 - B. Convert a Courtroom III position (range 29), to an Office Manager (range 32). This action will align the position with the actual duties.
16. County Manager: Following a possible executive session for legal advice pursuant to A.R.S. 38-431.03 (A)(3), possible discussion and/or action regarding the county limestone pit.
17. Notification of a meeting with Tucson Electric Power at 1:30 p.m. on April 19, 2017 at the County Supervisors Association (CSA) complex, 1905 W. Washington Street in Phoenix; the Eastern Arizona Counties Organization meeting at 3:00 p.m. on April 19, 2017 at the (CSA) complex, 1905 W. Washington Street, in Phoenix; a meeting with CSA Executive Director, Craig Sullivan on April 19, 2017 at 4:30 p.m. at the CSA complex, 1905 W. Washington Street, in Phoenix; the Small Counties Forum meeting at 5:30 p.m. on April 19, 2017 at the CSA complex, 1905 W. Washington Street, in Phoenix; and on April 20, 2017, the County Supervisors Association meeting at the CSA complex, 1905 W. Washington Street at 10:00 a.m., where two or more members of the Apache County Board of Supervisors may be in attendance.

18. Call to the Public: Individuals may address the Board on any relevant issue for an amount of time determined by the Chairman. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter, or ask that a matter be placed on a future agenda.

Pursuant to the Americans with Disabilities Act, the Apache County Board of Supervisors endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need an accommodation for a meeting, please contact the Clerk of the Board's office at (928)337-7503, TDD (928)-337-4402 at least 48 hours prior to the meeting (not including weekends or holidays) so that an accommodation can be arranged. One or more members of the Board of Supervisors may participate telephonically or through video communication.

Posted April 12, 2019 at 4:45 a.m. p.m. by 



Delwin Wengert
Clerk of the Board

Apache County Board of Directors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Chris Sexton, Director ACPHSD

Date/Signature: 04/10/17

Chris J. Sexton

Describe in detail what you want to say to the Board and what action you want the Board to take:

ACPHSD submits Clinical Services Quarterly update for the 3rd quarter.

BOS Meeting Date Requested 04/18/17

PRE-AGENDA ITEM REVIEW

Legal Review:

Signature

Check if item does not require review

Finance Review:

Signature

Check if item does not require review

Human Resources Review:

Signature

Check if item does not require review

Other Review:

Signature

Check if item does not require review

Reviews completed, item approved for Agenda.

Board Clerk's Initials

AS



Apache County Public Health Services District

Chris Sexton
Public Health Director

Cleta Keller RN, BSN
Clinical Services, Div Mgr

Angela Kimmins RN, BSN, Public Health Nurse
Carla Walker, Immunization Coordinator II
Valerie Simpson, TB, STI, FP/WW Coordinator I

Clinical Services Quarterly Update January-March, 2017

Immunization Program

During the third quarter, there was a total of 170 vaccines administered to children by the Apache County Health Department. The table below provides a breakdown of the vaccines administered throughout the county:

Children Vaccines (private pay, insurance, and no cost)	# of vaccinations
DTap (diphtheria, tetanus, and pertussis)	12
DTap/Hep B/IPV (diphtheria, tetanus, pertussis, hepatitis B, polio)	6
DTaP/IPV (diphtheria, tetanus, pertussis, polio)	6
HPV9 (human papilloma virus)	3
Hep A 2 dose (hepatitis A)	21
Hep B (hepatitis B)	3
Hib (haemophilus influenza B)	16
IPV (inactivated poliovirus)	7
Influenza	21
MMR (measles, mumps, rubella)	11
MCV4 (meningitis)	9
Meningococcal B	9
PVC-13 (pneumococcal)	17
Rotavirus	3
Tdap	7
Typhoid	0
Varicella (chickenpox)	14



During the third quarter, there were 132 vaccines administered to adults that had insurance or paid for the vaccination. The table below provides a breakdown of the vaccines administered:

Adult Vaccines (private pay, insurance)	# of vaccinations
Hep A (hepatitis A)	8
Hep B (hepatitis B)	10
Influenza	9
Influenza (high dose for seniors)	5
Pneumococcal conjugate PCV 13	8
Pneumococcal polysaccharide PPV 23	0
Tdap (tetanus, diphtheria, pertussis)	9
Typhoid	1
Zoster (Shingles)	8

The following table exhibits the number of “no cost to the client” vaccinations administered during the third quarter. There were a total of 26 free vaccines administered during this quarter.

Adult Vaccines (no cost)	# of vaccinations
Hep A (hepatitis A)	1
Hep B (hepatitis B)	1
MMR (measles, mumps, rubella)	3
PCV-13 (pneumococcal)	2
Tdap (tetanus, diphtheria, pertussis)	4
HPV 9	1
Hep A-Hep B	2
Influenza	11
Meningococcal MCV4P	1

Tuberculosis Program

During the months of January and February, the clinical services team conducted TB skin tests on-site for Bee Hive Assisted Living Facility and Hinkson’s House Assisted Living Facility. The clinical services team continues to collaborate with area employers to offer both TB testing and immunizations on-site.

Community partners reported 2 possible TB cases. The clinical services team investigated the cases and determined both were not active TB.



Month	# of TB Skin Tests	# Positive
January	20	1, chest x-ray negative
February	16	0
March	4	0

Well Woman/Family Planning Program

The Springerville Clinic holds Well Woman/Family planning clinics once per month from 1:30 to 4:30. In St. Johns, our last Well Woman and Family Planning services clinic will be offered May 24, 2017, due to the lack of clients requesting service and budgetary constraints. St Johns' clients will be transitioned to Springerville Clinic to continue their Family Planning/Well Woman services. Clinical Services will continue to offer immunizations in St Johns every other Wednesday and more often during "Back to School" times.

Month	Annual FP/WW exams-Springerville	Annual FP/WW exams-St Johns
January	7	0, clinic cancelled
February	6	No clinic scheduled
March	10	0, clinic cancelled

Sexually Transmitted Infection (STI) Program

The ACPHSD personnel continue to test, treat, and educate clients on risk of STIs. All clients attending appointments for Family Planning services are tested for chlamydia, gonorrhea, and HIV. Additionally, clients can walk into the clinic and request testing.

Chlamydia is the most prevalent STI in our community as well as the State and Country. Gonorrhea and syphilis have both been on the rise in recent year and are developing drug resistance. Once clients are identified as positive for an STI, staff investigate possible infected partners and encourage treatment. Condoms are distributed at "no cost" to persons at risk for infection, along with education.



Education/Activities/Conferences

Date(s)	Activity/Conference	Attendees
January 4- January 25	Completion of Heartland Introduction to TB Nurse Case Management Course	Angela
January 12	In-Person Enteric Investigation Training	Angela, Cleta, Toni,
January 23-April 6	On-going Webinar series of Enteric Investigation Training	Angela & Cleta
February 9	AZPHN Meeting	Cleta
February 16	Shipping Infectious/Biological Substances and Dry Ice Training in Phoenix	Angela, Cleta, Valerie
March 7	2017 Integrated HIV Symposium in Phoenix	Angela
March 16	Navajo County Infection Control Meeting-Syphilis	Cleta & Angela

Complaints/Infection

Clients receiving services during the third quarter were surveyed and one client indicated that she did not feel instructions were explained adequately. A follow up phone call was placed to determine how we could better meet her needs. She reported a language barrier issue. Based on this feedback, all clients are now given the opportunity to request an interpreter upon signing in. Clients did not report any infections acquired from services provided by the clinic.

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

County Manager

4/10/17 

Date/Signature: _____

Describe in detail what you want to say to the Board and what action you want the Board to take:

Milan Eaton, Arizona Department of Education: Presentation on Broadband for Education Initiative.

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials



Arizona Broadband for Education Initiative



Milan Eaton

milan.eaton@azed.gov

State E-Rate Director for Schools

623-332-6357



High-speed Internet is the necessary foundation for taking advantage of technology in the classroom. I support expanding broadband connectivity in every classroom in our state to ensure our students have the tools and skills they need to succeed in school and beyond.



Governor Doug Ducey

Bandwidth Recommendations

SETDA - FCC's recommended Internet Standards		
School Year	2017-18	2020-21
Small School Districts (Fewer than 1,000 Students)	At least 1.5 Mbps per user (Minimum 100 Mbps for district)	At least 4.3 Mbps for district
Medium School District Size (3000 Students)	At Least 1.0 Gbps per 1000 users	At least 3.0 Gbps per 1,000 users
Large School District (more than 10,000 student)	At least 0.7 Gbps per users	At least 2.0 Gbps per 1,000 users
Libraries serving less than 50,000		At least 100 Mbps to the branch
Libraries serving more than 50,000 people		At least 1.0 Gbps

Funding Example

E-rate funding and rule changes have created an

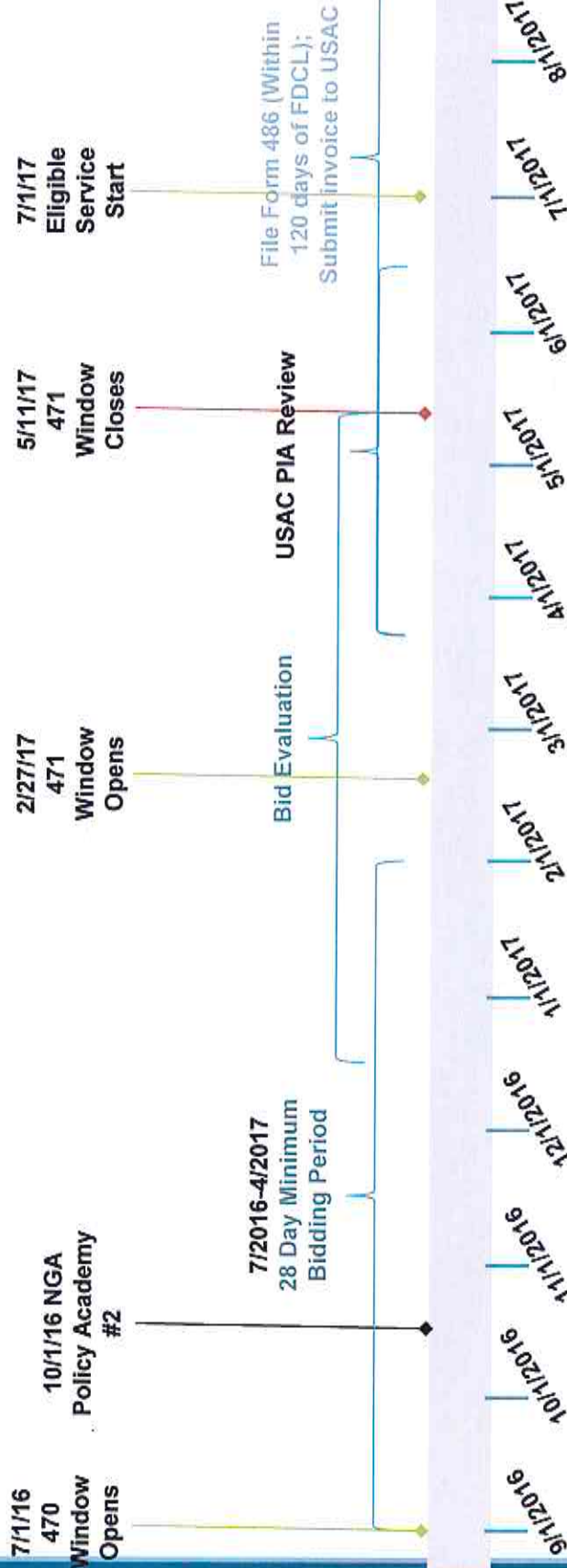
UNPRECEDENTED, SHORT TERM OPPORTUNITY

to connect schools and libraries to fiber and create more upgrade options

- **Example:** District is in need of high speed internet but is several miles from the nearest telco location
- One-Time Build costs =
- For a school/library with 80% discount E-rate will pay for 80% of the costs =
- State can pay 10% =
- With State match, E-rate will pay and additional 10% =
- Net cost to District =

\$100,000
- \$80,000
- \$10,000
- \$10,000
\$ 0.0

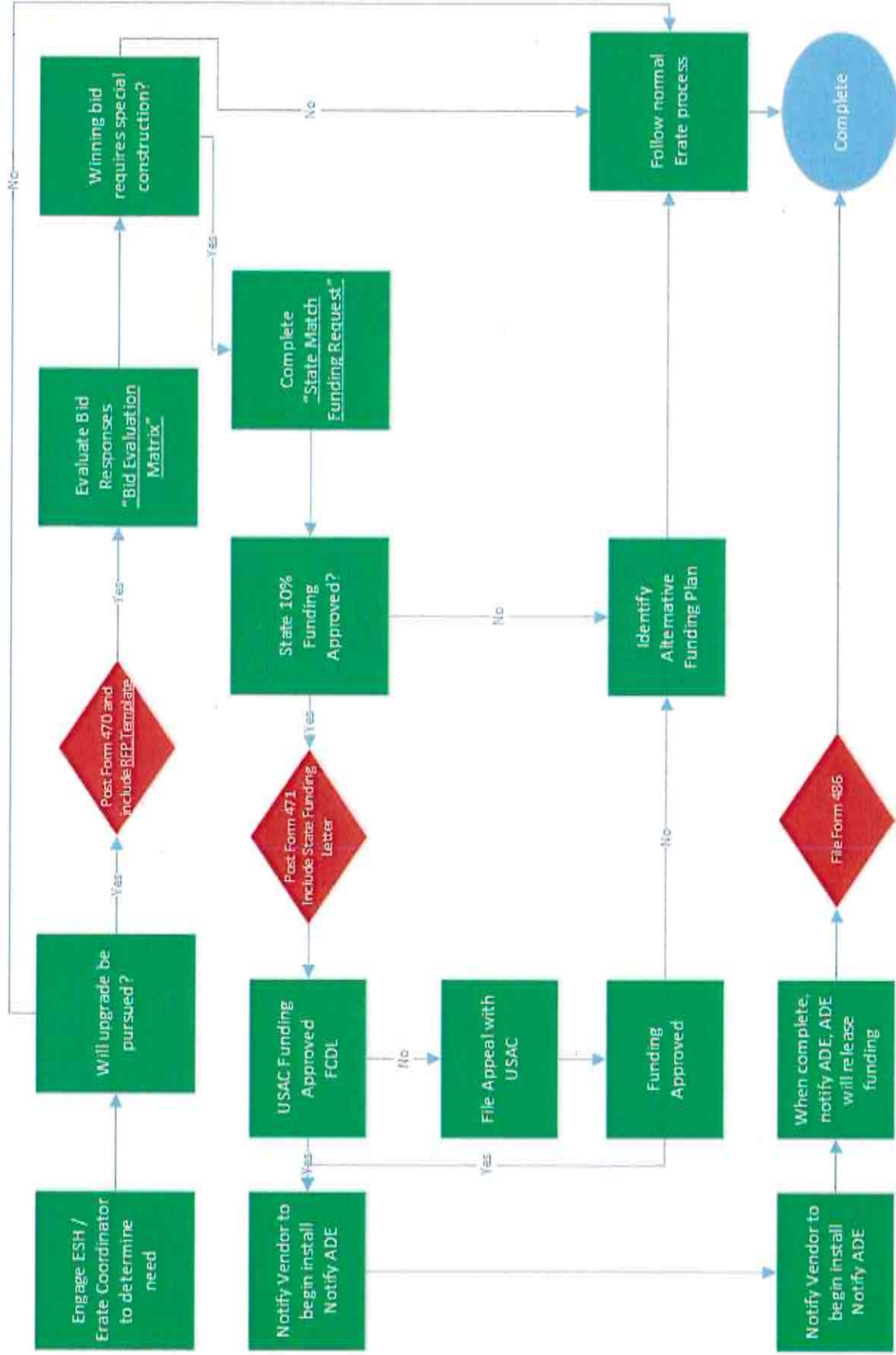
Timeline



PROVIDING ACCESS
Preserving Arizona
 Arizona State Library, Archives and Public Records



Arizona Broadband for Education Initiative



Erate Resources for AZ

- Arizona Department of Education (ADE)
<http://www.azed.gov/erate/>
- Arizona State Library Archives and Public Records
<http://www.azlibrary.gov/libdev/funding/e-rate>
- Arizona State Procurement Office (AZSPO)
<https://procure.az.gov/bsso/login.jsp>

Please thank Mark Masterson (ADE CIO) for maintaining State Erate Coordinators for schools and Public Libraries on their staff enabling Arizona to receive over \$85M Federal Funds.

Mark.masterson@azed.gov

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

District III Supervisor's Office

Date/Signature: 3/30/17

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and /or possible action following a report from the Apache County Treasurer concerning the County budget reconciliations. Possible executive session for legal advice pursuant to A.R.S 38-431.03 (A) (3), if deemed necessary.

BOS Meeting Date Requested: April 18, 2017

PRE-AGENDA ITEM REVIEW

Legal Review:

Signature

Finance Review:

Signature

Human Resources Review:

Signature

Other Review:

Signature

Reviews completed, item approved for Agenda. Board Clerk's Initials

Handwritten initials

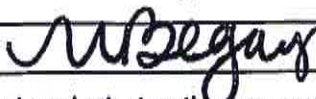
Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Apache County Treasurer's Office

Date/Signature: 4/11/2017



Describe in detail what you want to say to the Board and what action you want the Board to take:

Apache County Treasurer's office request discussion and possible approval to restructure the Apache

County Treasurer's office using the following process steps:

- A. Make the Part time Senior Accountant position a full time position.
- B. Remove the Accountant position and replace it with an Accounting Specialist 3 position
- C. Remove the Tax Lien/Bankruptcy Supervisor position and replace it with a Personal Property/Back Tax Assistant 3
- D. Add an Accounting Specialist 2 position.
- E. Promote Candice Davis into the Senior Accountant position at a salary of \$46,432.24,
- F. Promote Analese Castillo into the Accounting Specialist 3 position at a salary of \$28,631.32
- G. Promote Dawn Yarosh into the Personal Property/Back Tax Assistant 3 position with a salary of \$25,321.00

BOS Meeting Date Requested Immediately

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature N/A

Check if item does not require review _____

Finance Review: _____

Signature N/A

Check if item does not require review _____

Human Resources Review: _____

Signature N/A

Check if item does not require review _____

Other Review

TREASURER PROPOSED RESTRUCTURE PLAN

CURRENT ROSTER

CURRENT HOLDER	CODE	JOB TITLE	HOURS	STATUS	RANGE	PERM HIRE DATE	TEMP HIRE DATE	POSITION DATE	LAST HOLDER	SALARY
BEGAY, MARLEITA	9999	ELECTED OFFICIAL	F/T 40	PERM	XX	12/16/2012	N/A	12/31/2012	ARVISO/LOSS	63,800.00
ROMERO, DAVID	11001	TREASURER CHIEF DEPUTY	F/T 40	PERM	50	2/10/2014	12/23/2013	11/21/2013	GUTIRREZ/TXFR	60,910.72
DAVIS, CANDICE	2006	ACCOUNTANT	F/T 40	PERM	49	4/29/2013	N/A	2/21/2013	BEECROFT/RESIG	43,804.87
CASTILLO, ANALESE	11002	TX LIEN & BANK SUPV	F/T 40	PERM	26	8/29/2012	N/A	8/14/2012	ROBERTS/TERM	26,462.41
YAROSH, DAWN	11008	CLIENT SERVICE REP II	F/T 40	PERM	24	7/25/2016	N/A	7/11/2016	NORTON/TXFR	23,513.50
VACANT	2005	SR ACCOUNTANT	F/T 32	PERM	52			3/4/2017	SMITH/RET	
VACANT	11008	PERS PROP BACK TX AST II	F/T 40	PERM	24			9/6/2012	FRANK/RET	
SILVERSMITH, ROBERTA	11008	CLIENT SERVICE REP II	F/T 40	TEMP	N/A	2/7/2017		1/23/2017	MGR APPROVAL	22,921.60

NEW ROSTER AFTER CHANGES

CURRENT HOLDER	CODE	JOB TITLE	HOURS	STATUS	RANGE	PERM HIRE DATE	TEMP HIRE DATE	POSITION DATE	LAST HOLDER	SALARY
BEGAY, MARLEITA	9999	ELECTED OFFICIAL	F/T 40	PERM	XX	12/16/2012	N/A	12/31/2012	ARVISO/LOSS	63,800.00
ROMERO, DAVID	11001	TREASURER CHIEF DEPUTY	F/T 40	PERM	50	2/10/2014	12/23/2013	11/21/2013	GUTIRREZ/TXFR	60,910.72
DAVIS, CANDICE	2006	SR ACCOUNTANT	F/T 40	PERM	52	4/29/2013	N/A	2/21/2013	SMITH/RET	46,432.24
CASTILLO, ANALESE	11002	ACCOUNTING SPEC III	F/T 40	PERM	28	8/29/2012	N/A	8/14/2012	NEW POSITION	31,652.00
YAROSH, DAWN	11008	PERS PROP/BACK TAX ASST III	F/T 40	PERM	28	7/25/2016	N/A	7/11/2016	NEW POSITION	26,462.78
VACANT	2005	CLIENT SERVICE REP II	F/T 40	PERM	28				YAROSH/PROMO	22,939.80
VACANT	11008	ACCOUNTING SPEC II	F/T 40	PERM	24				NEW POSITION	22,939.80

REQUESTED CHANGES PER EMPLOYEE

BEGAY, MARLEITA	9999	ELECTED OFFICIAL	F/T 40	PERM					NO CHANGES	63,800.00
ROMERO, DAVID	11001	TREASURER CHIEF DEPUTY	F/T 40	PERM					NO CHANGES	60,910.72
DAVIS, CANDICE	2006	SR ACCOUNTANT	F/T 40	PERM					PROMOTION WITH A 6% INCREASE - \$2,627.37	46,432.24
CASTILLO, ANALESE	11002	ACCOUNTING SPECIALIST III	F/T 40	PERM					PROMOTION WITH A 8.19% INCREASE - \$2,168.91	28,631.32
YAROSH, DAWN	11008	PERS PROP BACK TAX ASST III	F/T 40	PERM					PROMOTION TO MIN WITH A 7.68% INCREASE - \$1,807.50	25,321.00

CHANGES TO POSITIONS RESULTING FROM REQUEST

<p>ELECTED OFFICIAL TREASURER CHIEF DEPUTY SR. ACCOUNTANT ACCOUNTING SPEC III PERS PROP/BACK TAX ASST III</p>	<p>NO CHANGE TO THIS POSITION NO CHANGE TO THIS POSITION POSITION WILL BE CHANGED TO 40 HOURS PER WEEK AND CARDICE DAVIS PROMOTED TO THIS POSITION THIS POSITION TO BE CREATED AFTER THE ELIMINATION OF THE ACCOUNTANT POSITION THIS POSITION WILL BE CREATED OUT OF THE VACANCY LEFT FROM THE PROMOTION OF ANALESE CASTILLO</p>
<p>CLIENT SERVICE REP II ACCOUNTING SPEC II</p>	<p>AFTER PROMOTION OF DAWN YAROSH THIS POSITION AND PLACED ON THE VACANCY ROSTER THIS IS TO BECOME A NEW POSITION AND PLACED ON THE VACANCY ROSTER</p>
<p>PERS PROP BACK TX AST II ACCOUNTANT TX LIEN & BANK SUPV</p>	<p>POSITION WILL BE ELIMINATED FROM THE VACANT ROSTER POSITION WILL BE CHANGED TO ACCOUNTING SPECIALIST III AND ANALESE CASTILLO WILL BE PROMOTED TO NEW POSITION POSITION TO BE CONVERTED TO THE PERSONAL PROPERTY/BACK TAX LIEN ASSISTANT III POSITION AND DAWN YAROSH PROMOTED TO IT</p>
<p>CLIENT SERVICE REP II</p>	<p>POSITION WILL BE CLOSED OUT ONCE BARBARA SILVERSMITH TEMP TIME ENDS IN MAY</p>

ANALESE CASTILLO

NAME: ANALESE CASTILLO DEPT # DEPT NAME: 3100 Treasurer POS # TITLE: 31.11002.01 Tx Lien & Bank Sup RANGE STATUS EMP TYPE HIRED IN POSITION OLD SAL SALARY HOURS

ACCOUNTING SPECIALIST III 19.36% INCREASE

NAME	DEPT #	DEPT NAME	POS #	TITLE	RANGE	STATUS	EMP TYPE	HIRED	IN POSITION	OLD SAL	SALARY	HOURS
Castillo, Analiese	3100	Treasurer	31.11002.01	Tx Lien & Bank Sup	26	Active	Full Time	8/29/2012	00/00/17	26,462.41	26,462.41	2,080.00
New salary request at 20% over minimum for Accounting Specialist III												
Castillo, Analiese	3100	Treasurer	31.11002.01	Tx Lien & Bank Sup	26	Active	Full Time	8/29/2012	00/00/17	26,462.41	31,652.00	2,080.00
Madrid, Charlene	9100	School Superintendent	91.02012.01	Accounting Specialist III	28	Active	Full Time	2013-05-13	5/13/2013	29,232.64	29,232.64	2,080.00
Levis, Francelle	700	Clerk of the Court	07.00814.02	Courtroom Clerk III	29	Active	Full Time	2013-11-24	00/00/17	28,631.32	28,631.32	2,080.00
Bryan, Megan	1400	Finance	14.02012.02	Accounting Specialist III	28	Active	Full Time	2016-08-08	8/8/2016	25,954.02	25,954.02	2,080.00

CURRENT POSITION OF TAX LIEN BK SUPV IS AT RANGE 29
 NEW POSITION OF ACCOUNTING SPECIALIST III RANGE 28
 ANALESE IS CURRENTLY AT 87.83% WITHIN THE RANGE
 19.36% INCREASE WILL PLACE ANALESE AT 100% OF THE NEW RANGE
 THIS ACTION WILL INCREASE ANALESE'S SALARY BY \$5,189.59 PER YEAR

MIN \$24,101 MID \$30,127 MAX \$36,152
 MIN \$25,321 MID \$31,652 MAX \$37,982

Treasurer Restucture Summary

	Current Positions	Current Salaries	Transfer/Promotion	Proposed Positions	Proposed Salaries
Marleita Begay	Treasurer	\$ 63,800.10	Marleita Begay	Treasurer	\$ 63,800.10
David Romero	Chief Treasurer	\$ 60,910.72	David Romero	Chief Treasurer	\$ 60,910.72
Vacant	Sr Accountant	\$ 38,684.10	Candice Davis	Sr Accountant	\$ 46,432.24
Candice Davis	Accountant	\$ 43,804.87	Analese Castillo	Account Specialist 3	\$ 28,631.32
Analese Castillo	Bankruptcy Sup	\$ 26,462.41	Dawn Yarosh	Bankruptcy Sup	\$ 25,321.00
Dawn Yarosh	Client Sercive Rep	\$ 23,513.50	Vacant	Client Sercive Rep	\$ 22,939.80
			Vacant	Acct Sepcialist	\$ 22,939.80
Total		\$ 257,175.70		Total	\$ 270,974.98
				Salary Budget Increase	\$ 13,799.28

Personel Increase	Current Salary	Proposed Salary	Diferance /Increase	Diferance /Increase %
Marleita Begay	\$ 63,800.10	\$ 63,800.10	\$ -	0.00%
David Romero	\$ 60,910.72	\$ 60,910.72	\$ -	0.00%
Candice Davis	\$ 43,804.87	\$ 46,432.24	\$ 2,627.37	6.00%
Analese Castillo	\$ 26,462.41	\$ 28,631.32	\$ 2,168.91	8.20%
Dawn Yarosh	\$ 23,513.50	\$ 25,321.00	\$ 1,807.50	7.69%

Beth Bond

From: David Romero
Sent: Wednesday, April 12, 2017 9:17 AM
To: Delwin P. Wengert
Cc: Marleita Begay; Beth Bond
Subject: RE: Agenda Item Info
Attachments: 2017_04_12_09_11_50.pdf

Delwin,

Attached is the information data requested. Our calculation is that the difference in cost with the new employee with salary and ERE's after the restructure would be 28,005.70. Marleita would like to discuss several possibilities with the Board on how the additional personnel cost can be handled with impacts to budgets. I will list several options below, but there are several more that can be discussed:

Option 1

The Treasurer's budget could be increased the total of \$28,005.70 to support the cost of the additional personnel.

Option 2

The Treasurers budget retains from \$17,000 to \$19,000 of Temporary Employee Budget that could be used to supplement the \$28,005.70, leaving a request for \$9005.70 of a budget increase.

Option 3

The Elected Official may discuss and ask how and where the \$28,005.70 could be supplemented from through open conversation during the work session.

We understand that at the work session the board can only discuss and not take action, Marleita is looking forward to having discussion with the Board on this topic.

Thank you,

David Romero
Chief Deputy Treasurer
Apache County
P : (928)337.7629 Fax: (928)337.4686
C : (480)734.5162
dromero@co.apache.az.us
"Investing and Protecting Our Financial Future"

-----Original Message-----

From: Delwin P. Wengert
Sent: Tuesday, April 11, 2017 6:38 PM
To: David Romero <dromero@co.apache.az.us>
Cc: Marleita Begay <mbegay@co.apache.az.us>
Subject: Re: Agenda Items Info

Yes, supervisor Shamley has asked that you include the impact to your budget, and whether you can stay within your existing budget with these changes. The net effect should include the ERE's for the changes you are requesting.

Thanks

Sent from my iPad

> On Apr 11, 2017, at 6:18 PM, David Romero <dromero@co.apache.az.us> wrote:

>

> I received a call from Diana earlier with the request to contact you. Is there additional information I need to submit to you our office?

>

> Apache County

> Chief Deputy Treasurer

> David Romero

> 480-734-5162

>

>

> Begin forwarded message:

>

> From: "David Romero"

> <dromero@co.apache.az.us<mailto:dromero@co.apache.az.us>>

> To: "Beth Bond" <bbond@co.apache.az.us<mailto:bbond@co.apache.az.us>>,&br/>> "Marleita Begay"

> <mbegay@co.apache.az.us<mailto:mbegay@co.apache.az.us>>

> Cc: "Delwin P. Wengert"

> <dpwengert@co.apache.az.us<mailto:dpwengert@co.apache.az.us>>

> Subject: RE: Agenda Items Info

>

> Beth,

> Attached is the information that you have requested.

>

> Thank you,

>

> [cid:image002.png@01D2B2E2.3291BA90]David Romero Chief Deputy

> Treasurer Apache County P : (928)337.7629 Fax: (928)337.4686 C :

> (480)734.5162 dromero@co.apache.az.us<mailto:dromero@co.apache.az.us>

> "Investing and Protecting Our Financial Future"

>

> From: Beth Bond

> Sent: Tuesday, April 11, 2017 4:33 PM

> To: David Romero

> <dromero@co.apache.az.us<mailto:dromero@co.apache.az.us>>; Marleita

> Begay <mbegay@co.apache.az.us<mailto:mbegay@co.apache.az.us>>

> Cc: Delwin P. Wengert

> <dpwengert@co.apache.az.us<mailto:dpwengert@co.apache.az.us>>

> Subject: Agenda Items Info

>

> Hello, I sent out the draft agenda to the supervisors for review. I was informed to ask you for additional information regarding the restructure of your office. I need the name of the employee, and what position they currently have, and what their new position is. I also need the percentage of the increase for the person/position and how the increase will affect your budget.

>

> I need the info no later than 10:00 tomorrow (April 12) so I have the info prior to posting.

>

> Thanks so much!

Treasurer Restructure Summary

Current Positions	Current Salaries	Transfer/Promotion	Proposed Positions	Proposed Salaries
Marileia Begay	\$ 63,800.10	Marileia Begay	Treasurer	\$ 63,800.10
David Romero	\$ 60,910.72	David Romero	Chief Treasurer	\$ 60,910.72
Vacant	\$ 38,684.10	Candice Davis	Sr Accountant	\$ 46,432.24
Candice Davis	\$ 43,804.87	Analiase Castillo	Account Specialist 3	\$ 28,631.32
Analiase Castillo	\$ 26,462.41	Dawn Yarosh	Personal Prop/Back Tax Spec 3	\$ 25,321.00
Dawn Yarosh	\$ 23,513.50	Vacant	Client Service Rep 2	\$ 22,939.80
		Vacant	Acct Specialist 2	\$ 22,939.80
Total	\$ 257,175.70		Total	\$ 270,974.98
			Salary Budget Increase	\$ 13,799.28

Personal Increase	Current Salary	Proposed Salary	Difference /Increase	Difference /Increase %
Marileia Begay	\$ 63,800.10	\$ 63,800.10	\$ -	0.00%
David Romero	\$ 60,910.72	\$ 60,910.72	\$ -	0.00%
Candice Davis	\$ 43,804.87	\$ 46,432.24	\$ 2,627.37	6.00%
Analiase Castillo	\$ 26,462.41	\$ 28,631.32	\$ 2,168.91	8.20%
Dawn Yarosh	\$ 23,513.50	\$ 25,321.00	\$ 1,807.50	7.69%

Proposed Positions	Proposed Salaries	SS/Med	AZ Ret	Health Insurance	Total: Salary+ERE
Sr Accountant	\$ 46,432.24	\$ 3,552.07	\$ -	\$ 5,325.78	\$ 57,310.09
Account Specialist 3	\$ 28,631.32	\$ 2,190.30	\$ -	\$ 3,284.01	\$ 34,105.63
Bankruptcy Sup	\$ 25,321.00	\$ 1,937.06	\$ -	\$ 2,904.32	\$ 29,162.38
Client Service Rep	\$ 22,939.80	\$ 1,754.89	\$ -	\$ 2,631.20	\$ 25,325.89
Acct Specialist 2	\$ 22,939.80	\$ 1,754.89	\$ -	\$ 2,631.20	\$ 25,325.89
TOTAL					\$ 226,302.87

Current Positions	Current Salaries	Difference	Temp Budget
Sr Accountant	\$ 38,684.10	\$ 2,959.39	\$ -
Accountant	\$ 43,804.87	\$ 3,351.07	\$ -
Bankruptcy Sup	\$ 26,462.41	\$ 2,024.37	\$ -
Client Service Rep 2	\$ 23,513.50	\$ 1,795.78	\$ -
Total		\$ 10,130.61	\$ -

Difference \$ 28,005.70 Option 1
Temp Budget \$ 19,000.00

Difference after Supplement \$ 9,005.70 Option 2

Annual Budget	Year	2013	2014	2015	2016 Total
Adopted		\$ 487,117.00	\$ 487,117.00	\$ 407,810.00	\$ 1,720,326.00
Actual		\$ 473,022.06	\$ 491,318.08	\$ 401,745.08	\$ 1,693,038.11
Difference		\$ 14,094.94	\$ (4,201.08)	\$ 6,064.92	\$ 27,287.89
			Total Given Back		
			\$ -	\$ -	\$ -



Budget Worksheet Report

Budget Year 2017

Account	Account Description	2016 Adopted Budget	2016 Actual Amount	2015 Adopted Budget	2015 Actual Amount	2014 Adopted Budget	2014 Actual Amount	2013 Adopted Budget	2013 Actual Amount
Fund 100 - General Fund									
EXPENSE									
Department 3100 - Treasurer									
Personal Services									
40110	Regular Salaries and Wages	257,177.00	250,258.75	258,175.00	256,124.99	261,671.00	218,049.89	234,835.00	185,710.14
40120	Overtime Wages	.00	.00	.00	181.83	.00	.00	.00	.00
40121	Holiday Pay Wages	.00	9,440.77	.00	8,610.02	.00	7,385.75	.00	3,887.56
40130	Temporary Employees	17,056.00	15,951.81	17,056.00	12,524.23	8,528.00	16,985.40	.00	19,504.63
40210	SS Employer Expense	15,946.00	16,686.92	17,065.00	16,041.79	16,752.00	14,413.44	14,615.00	12,725.66
40211	Medicare Employer Expense	3,731.00	3,902.56	3,992.00	4,528.55	3,918.00	3,370.86	3,417.00	2,976.17
40230	Medical Insurance	49,956.00	44,078.75	48,783.00	48,499.16	51,912.00	45,575.57	40,656.00	23,044.00
40240	Workers Compensation	438.00	461.70	579.00	575.87	900.00	547.91	578.00	505.36
40260	Arizona State Retirement	21,180.00	21,781.94	21,594.00	22,382.06	22,359.00	16,785.32	17,578.00	11,651.55
40261	Long Term Disability	187.00	190.50	188.00	193.32	475.00	288.93	430.00	256.64
40300	Elected Officials Retirement	14,993.00	15,153.17	14,993.00	14,256.18	16,550.00	16,347.99	13,315.00	13,243.71
		\$380,664.00	\$377,906.87	\$382,425.00	\$383,918.00	\$383,065.00	\$339,751.06	\$325,424.00	\$273,505.42
Personal Services Totals									
Expenses									
41000	Supplies	6,800.00	13,057.60	6,800.00	7,106.56	6,800.00	15,793.07	5,000.00	5,780.77
41116	Promotional Expense	.00	1,734.10	.00	.00	.00	.00	.00	.00
43100	Professional Services	79,708.00	10,621.17	77,947.00	69,048.13	.00	20,996.33	.00	22,680.00
43155	Insurance Premiums	.00	.00	.00	.00	.00	.00	.00	750.00
43210	Telephone Services	5,000.00	5,502.46	5,000.00	5,229.64	3,000.00	5,661.02	2,708.00	2,477.69
43220	Internet	1,100.00	400.00	1,100.00	400.00	1,100.00	300.00	900.00	300.00
43230	Postage	.00	32,401.34	.00	108.66	.00	.00	.00	4,617.33
43310	Travel and Training Expense	6,995.00	12,141.81	6,995.00	13,072.29	6,995.00	9,849.53	3,500.00	3,066.04
43400	Advertising	3,000.00	16,484.28	3,000.00	9,534.27	3,000.00	6,933.43	.00	248.67
43410	Legal Notices	.00	.00	.00	.00	.00	.00	.00	7,890.54
43650	Personal Liability Insurance	750.00	750.00	750.00	750.00	750.00	750.00	750.00	62.50
43730	Water	.00	.00	.00	.00	.00	21.00	.00	.00
43900	Repairs and Maintenance	.00	.00	.00	.00	.00	.00	.00	562.81
46000	Assets under \$5000	.00	.00	.00	.00	.00	1,404.64	.00	4,121.62
47930	Dues and Memberships	300.00	205.00	300.00	150.00	300.00	.00	.00	38.00
47940	Registrations	1,100.00	1,798.00	2,800.00	350.00	2,800.00	285.00	.00	820.00
47992	Penalty	.00	.00	.00	.00	.00	.00	.00	31.50
49040	Maintenance Agreements	1,700.00	.00	.00	1,650.53	.00	.00	.00	.00
		\$106,453.00	\$95,095.76	\$104,692.00	\$107,400.08	\$24,745.00	\$61,994.02	\$12,858.00	\$53,447.47
		\$487,117.00	\$473,002.63	\$487,117.00	\$491,318.08	\$407,810.00	\$401,745.08	\$338,282.00	\$326,952.89
		\$487,117.00	\$473,002.63	\$487,117.00	\$491,318.08	\$407,810.00	\$401,745.08	\$338,282.00	\$326,952.89
Department 3100 - Treasurer Totals									
EXPENSE TOTALS									
Fund 100 - General Fund Totals									
EXPENSE TOTALS									
		\$487,117.00	\$473,002.63	\$487,117.00	\$491,318.08	\$407,810.00	\$401,745.08	\$338,282.00	\$326,952.89



Budget Worksheet Report

Budget Year 2017

Account	Account Description	2016 Adopted Budget	2016 Actual Amount	2015 Adopted Budget	2015 Actual Amount	2014 Adopted Budget	2014 Actual Amount	2013 Adopted Budget	2013 Actual Amount
Fund	100 - General Fund Totals	(\$487,117.00)	(\$473,002.63)	(\$487,117.00)	(\$491,318.08)	(\$407,810.00)	(\$401,745.08)	(\$338,282.00)	(\$326,952.89)
	Net Grand Totals								
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	EXPENSE GRAND TOTALS	\$487,117.00	\$473,002.63	\$487,117.00	\$491,318.08	\$407,810.00	\$401,745.08	\$338,282.00	\$326,952.89
	Net Grand Totals	(\$487,117.00)	(\$473,002.63)	(\$487,117.00)	(\$491,318.08)	(\$407,810.00)	(\$401,745.08)	(\$338,282.00)	(\$326,952.89)

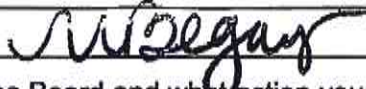
Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Apache County Treasurer's Office

Date/Signature: 4/6/2017



Describe in detail what you want to say to the Board and what action you want the Board to take:

Treasurer's office request discussion and possible approval of a "Addendum to Certificate of Bank Accounts/Addendum to Certificate of Authority" and a Resolution to open two new bank account with National Bank of Arizona and add authorized signers to the accounts for the Sheriff's Office. This request is a conjuncture of the banking service RFP that was approved by the board on 4/7/2015.

BOS Meeting Date Requested Immediately

PRE-AGENDA ITEM REVIEW

Legal Review:

Signature N/A

Check if item does not require review

Finance Review:

Signature N/A

Check if item does not require review

Human Resources Review:

Signature N/A

Check if item does not require review

Other Review:

Signature

Check if item does not require review



Addendum to Certificate of Bank Accounts/ Addendum to Certificate of Authority

New Deposit Accounts Only

This document use is to add additional bank accounts and the account signers to/with the National Bank of Arizona, "Apache County's servicing bank". This addendum may not be used to add or delete current signers or current bank accounts currently designated with National Bank of Arizona or authorize persons to engage in credit transactions on the accounts. A new Certificate of Authority, or other proper written notification, must be obtained for these purposes.

Bank Name:	Officer Name:	Branch#:	Phone Number:	Address:
<u>National Bank of Arizona</u>	<u>Dustin Jones</u>	<u>6709</u>	<u>928-532-4550</u>	<u>1400 E Woolford, Show Low, AZ 85901</u>

Addendum to Certificate of Bank Accounts

Date:	Customer Name:
<u>4/18/2017</u>	<u>Apache County</u>
Account Number:	Account Name:
<u>5791381575</u>	<u>Apache County Special Crimes Enforcement Team Apprehension Fund</u>
<u>5791391583</u>	<u>Apache County Special Crimes Enforcement Team Marijuana Eradication Fund</u>

Authorized Company Administrators on the bank accounts (Signature(s) required):

Company Admins:	Signature:
<u>Marleita Begay</u>	_____
<u>David Romero</u>	_____

Description of the requested Authorized Signers to new bank account:

Print Name:	Company/Title	Sample Signature:
<u>Joseph Dedman Jr.</u>	<u>Apache County/Sheriff</u>	_____
<u>Brannon Fagar</u>	<u>Apache County/Chief Deputy</u>	_____

Lance Spivey

Apache County/Commander

The Persons signing below:

Direct the bank to recognize the bank account, its related account name, signers, and their signatures, to be added to this account and the signers registered with Apache County, Arizona.

Acknowledge that these additions become effective only after this addendum has been received by the Bank and the Bank has had a reasonable opportunity to act on the instructions it contains.

Certifies that the account owner and company admins have taken all action(s) under its organizational documents, if any, including passage of resolutions by its board of directors, trustees, or other governing body, required to make these additions and to authorize the undersigned to execute and deliver this addendum.

Direct the Bank that the additional signers above shall have all of the authority granted to the persons identified as authorized signers on the Certificate of Authority.

Accurate as of:

4/6/2017

Certified/Agreed to By:

Signature/Date:

Name (Print):

Joe Shirley

Title:

Apache County Board Chairman

Resolution 4/18/2017

It is resolved that the Apache County Board of Supervisors, at a regular meeting held on 4/18/2017, at which a quorum was present, duly authorized the following employees as relates to Apache County to open two accounts and execute all documents and all bank business relative to said accounts until such authority is revoked by the Apache County Board of Supervisors and by written notification to National Bank of Arizona. Apache County hereby agrees to and accepts provisions and conditions set forth in the terms and conditions of deposit agreement for said accounts.

Said accounts are:

Apache County Special Crimes Enforcement Team Apprehension Fund

Apache County Special Crimes Enforcement Team Marijuana Eradication Fund

Designated signers on both accounts are to be:

Joseph Dedman Jr, Sheriff

Brannon Eagar, Chief Deputy

Lance Spivey, Commander

NAME OF DULY AUTHORIZED EMPLOYEE	TITLE	SIGNATURE
----------------------------------	-------	-----------

Marleita Begay	Apache County Treasurer	_____
----------------	-------------------------	-------

David Romero	Apache County Chief Deputy Treasurer	_____
--------------	--------------------------------------	-------

The Apache County Board of Supervisors, hereby certify that the above named person is the person currently empowered to act under our resolutions authorizing doing business with National Bank of Arizona, and the name and specimen official signature of each person to be true. This certification supplements and confirms certifications previously furnished to National Bank of Arizona.

Passed and adopted this 4/18/2017 by Apache County Board of Supervisors.

Chairman Name:

Chairman Signature: _____

ATTEST:

Clerk of the Board Name:

Clerk of the Board Signature: _____

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

12/28/2015

Submitter's Name: (Individual, Organization, or County Department)

Apache County Treasurer

Date/Signature: M. Begay 4/6/17

Describe in detail what you want to say to the Board and what action you want the Board to take:

Treasurer's office request for discussion and possible approval of a "Certificate of Removal and Abatement of Taxes" pursuant to ARS 42-1835142-18352 and 42-1853. This certificate impacts parcels and mobile home account numbers: 204-18-002, M0400010, M1100338, M9900265, 201-70-112, 201-08-007, 211-26-009E. Total tax to abated: 1791.55, Total Interest to be abated: 685.65; Total fees to be abated: 103.85. For a total of 2,581.05.

BOS Meeting Date Requested April 18, 2017

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

Other Review: _____

Signature _____

MW



Apache County Treasurer Certificate of Removal and Abatement

April 18, 2017

AB #	ACCOUNT #	PARCEL #	OWNER	LEGAL DESCRIPTION	TAX YEAR(S)	TAX	INTEREST	PENALTY	TOTAL	ARS
57	R0035849	20418002	TRANSACTION TITLE TRUST NO. 7387	Tract: Z Section: 15 Township: 14 Range: 31 SEC 15 & 17 T14N R31E.	2010	\$ 45.48	\$ 9.70	\$ 25.00	\$ 80.18	42-18351(2)
58	R0035849	20418002	TRANSACTION TITLE TRUST NO. 7387	Tract: Z Section: 15 Township: 14 Range: 31 SEC 15 & 17 T14N R31E.	2011	\$ 39.46	\$ 4.20	\$ 5.00	\$ 48.66	42-18351(2)
59	R0035849	20418002	TRANSACTION TITLE TRUST NO. 7387	Tract: Z Section: 15 Township: 14 Range: 31 SEC 15 & 17 T14N R31E.	2012	\$ 30.18	\$ 3.22	\$ 5.00	\$ 38.40	42-18351(2)
60	R0035849	20418002	TRANSACTION TITLE TRUST NO. 7387	Tract: Z Section: 15 Township: 14 Range: 31 SEC 15 & 17 T14N R31E.	2013	\$ 40.18	\$ 5.36	\$ 5.00	\$ 50.54	42-18351(2)
61	M8500115	20105147	John Schenamgruber	1930 Shultz 8x30	2014	\$ 7.28	\$ 2.91	\$ -	\$ 10.19	42-18351(1)
62	M8500115	20105147	John Schenamgruber	1930 Shultz 8x30	2016	\$ 10.38	\$ 0.42	\$ -	\$ 10.80	42-18351(1)
63	M0400010	21260042	Kevin Michael Winkler	1997 Layto 8x18	2014	\$ 80.92	\$ 29.13	\$ -	\$ 110.05	42-18351(1)
64	M0400010	21260042	Kevin Michael Winkler	1997 Layto 8x18	2016	\$ 33.00	\$ 1.32	\$ -	\$ 34.32	42-18351(1)
65	M9900265	20450342	Kenneth and Janet Heidel	1975 12x56	2011	\$ 109.28	\$ 91.79	\$ -	\$ 201.07	42-18351(1)
66	M9900265	20450342	Kenneth and Janet Heidel	1975 12x56	2012	\$ 86.80	\$ 62.50	\$ -	\$ 149.30	42-18351(1)
67	M9900265	20450342	Kenneth and Janet Heidel	1975 12x56	2013	\$ 108.98	\$ 56.67	\$ -	\$ 165.65	42-18351(1)
68	M9900265	20450342	Kenneth and Janet Heidel	1975 12x56	2014	\$ 115.62	\$ 41.62	\$ -	\$ 157.24	42-18351(1)
69	M9900265	20450342	Kenneth and Janet Heidel	1975 12x56	2015	\$ 17.44	\$ 4.19	\$ -	\$ 21.63	42-18351(1)
70	M9900265	20450342	Kenneth and Janet Heidel	1975 12x56	2016	\$ 19.24	\$ 0.77	\$ -	\$ 20.01	42-18351(1)
71	M1100338	20209001C	Adrienne Hext Wagoner	1992 Redman 14x52	2013	\$ 71.84	\$ 40.23	\$ -	\$ 112.07	42-18351(1)
72	M1100338	20209001C	Adrienne Hext Wagoner	1992 Redman 14x52	2014	\$ 76.24	\$ 30.50	\$ -	\$ 106.74	42-18351(1)



Apache County Treasurer
Certificate of Removal and Abatement

Dr. Joe Shirley Jr.
Board Chairman

Date

42-18352. Determining existence of circumstances for abating tax and removing lien; action to recover illegally collected tax

A. The county treasurer may, on the treasurer's own motion, and shall on the application of a property owner or a holder of a certificate of purchase that was issued pursuant to section 42-18118, determine the existence, in any prior year or years, with respect to real and personal property located in the county, of any of the situations described in section 42-18351.

B. If proceeding on the treasurer's own motion under this section, the county treasurer shall conduct an investigation that the treasurer considers to be necessary to determine the existence or nonexistence of any of the situations described in section 42-18351.

C. If a property owner or holder of a certificate of purchase applies under this section, the property owner or holder of a certificate of purchase shall submit to the county treasurer sufficient evidence to permit the county treasurer to determine the existence or nonexistence of one of the situations described in section 42-18351.

D. If the county treasurer determines that any of the situations described in section 42-18351 exists in a prior year or years, the treasurer shall grant appropriate relief, subject to the approval of the board of supervisors. The relief may include removing all or part of the lien or abating all or part of the tax.

E. A property owner who is aggrieved by an adverse determination on an application pursuant to this section and who pays the tax may maintain an action to recover the tax alleged to be illegally collected. If the tax due is determined to be less than the amount paid, the excess shall be refunded in the manner provided by this title.

42-18353. Certificate of removal and abatement; purging record of tax, penalty and interest

A. On finding that a situation described in section 42-18351 exists for any taxable year or years, and on receiving the approval of the board of supervisors, the county treasurer shall prepare a certificate of removal and abatement stating:

1. The name of the property owner.
2. A description of the property.
3. The tax parcel number.
4. The years and amounts of tax, penalty and interest involved.
5. The extent to which the lien is proposed to be removed and the extent to which the tax, penalty and interest are proposed to be abated pursuant to this section.

B. The county treasurer shall present the certificate of removal and abatement to the board of supervisors for the board's approval. The certificate of removal and abatement is final and effective when approved by the board of supervisors.

C. When a certificate of removal and abatement becomes final and effective the county treasurer shall:

1. Delete from the delinquent list and the record of tax lien sales the tax, interest and penalty covered by the certificate.
2. Make a notation in those records that the deletion was made pursuant to a certificate that was duly issued pursuant to this section and stating the number of the certificate.

42-18351. Circumstances for abating tax and removing tax lien

This article applies in the following situations:

1. An error or omission resulting in an improper imposition of a property tax.
2. An event or circumstance that existed at the time of the levy and assessment, or that occurred afterwards, and that invalidates the lien of the property tax or the sale of the lien.
3. The property tax lien was not advertised for sale pursuant to section 42-18105 within five years after the delinquency, unless the failure to advertise within five years after the delinquency was due to a restraining order or injunction issued by a court of competent jurisdiction.
4. The cost of pursuing the statutory lien sale and collection procedures or the sale of lands under article 7 of this chapter or the cost of the seizure and sale of personal property pursuant to section 42-18401 would equal or exceed the revenue that could be derived.

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Finance

Date/Signature:



Describe in detail what you want to say to the Board and what action you want the Board to take:

Request approval of demands as distributed to the Apache County Board of Supervisors between April 4, 2017 and April 18, 2017 . Demands are payments made, or to be made, by the County. Specific details of the demands may be requested through the County public record request process.

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review:

Signature

Finance Review:

Signature

Human Resources Review:

Signature

Other Review:

Signature

Reviews completed, item approved for Agenda.

Board Clerk's Initials



Status	Bank Account	Type	Number	Payment Date	Source	Payee	Amo
Open	NBAZ - Warrant Clearing Account	Check	1053011	03/30/2017	Accounts Payable	CROSBY, FERRIN	30
Open	NBAZ - Warrant Clearing Account	Check	1053048	04/04/2017	Accounts Payable	AMERICAN FAMILY LIFE ASSURANCE	1.17
Open	NBAZ - Warrant Clearing Account	Check	1053049	04/04/2017	Accounts Payable	APACHE COUNTY FSA	30
Open	NBAZ - Warrant Clearing Account	Check	1053050	04/04/2017	Accounts Payable	APACHE COUNTY HSA	2.37
Open	NBAZ - Warrant Clearing Account	Check	1053051	04/04/2017	Accounts Payable	APACHE COUNTY MEDICAL	154.37
Open	NBAZ - Warrant Clearing Account	Check	1053052	04/04/2017	Accounts Payable	APACHE COUNTY TAX WITHHOLDING	131.35
Open	NBAZ - Warrant Clearing Account	Check	1053053	04/04/2017	Accounts Payable	ASRS LEGACY EORP	1.03
Open	NBAZ - Warrant Clearing Account	Check	1053054	04/04/2017	Accounts Payable	AZ STATE RETIREMENT SYSTEM	91.35
Open	NBAZ - Warrant Clearing Account	Check	1053055	04/04/2017	Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT	27
Open	NBAZ - Warrant Clearing Account	Check	1053056	04/04/2017	Accounts Payable	CHILD SUPPORT SERVICES ORS	23
Open	NBAZ - Warrant Clearing Account	Check	1053057	04/04/2017	Accounts Payable	CINCINNATI LIFE INS CO	2
Open	NBAZ - Warrant Clearing Account	Check	1053058	04/04/2017	Accounts Payable	COLONIAL LIFE AND ACCIDENT INS	1.30
Open	NBAZ - Warrant Clearing Account	Check	1053059	04/04/2017	Accounts Payable	CORRECTIONS OFFICER RET PLAN	6.25
Open	NBAZ - Warrant Clearing Account	Check	1053060	04/04/2017	Accounts Payable	CORRECTIONS OFFICER RETIREMENT PLAN 520	4.53
Open	NBAZ - Warrant Clearing Account	Check	1053061	04/04/2017	Accounts Payable	ECMC	1
Open	NBAZ - Warrant Clearing Account	Check	1053062	04/04/2017	Accounts Payable	EODCRS DISABILITY	1
Open	NBAZ - Warrant Clearing Account	Check	1053063	04/04/2017	Accounts Payable	EORP LEGACY	1.23
Open	NBAZ - Warrant Clearing Account	Check	1053064	04/04/2017	Accounts Payable	FAMILY SUPPORT REGISTRY	12
Open	NBAZ - Warrant Clearing Account	Check	1053065	04/04/2017	Accounts Payable	NATIONWIDE	1.73
Open	NBAZ - Warrant Clearing Account	Check	1053066	04/04/2017	Accounts Payable	NATIONWIDE RETIREMENT SOL EODCRS	1.03
Open	NBAZ - Warrant Clearing Account	Check	1053067	04/04/2017	Accounts Payable	NATIONWIDE TRUST FSB	71
Open	NBAZ - Warrant Clearing Account	Check	1053068	04/04/2017	Accounts Payable	NEW MEXICO HUMAN SERVICES DEPT	13
Open	NBAZ - Warrant Clearing Account	Check	1053069	04/04/2017	Accounts Payable	PUBLIC SAFETY PERSONNEL 401	8.80
Open	NBAZ - Warrant Clearing Account	Check	1053070	04/04/2017	Accounts Payable	PUBLIC SAFETY SHERIFF RET	41.07
Open	NBAZ - Warrant Clearing Account	Check	1053071	04/04/2017	Accounts Payable	RIO PUERCO ACRES	43
Open	NBAZ - Warrant Clearing Account	Check	1053072	04/04/2017	Accounts Payable	SECURITY BENEFIT GROUP	63
Open	NBAZ - Warrant Clearing Account	Check	1053073	04/04/2017	Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	2.33
Open	NBAZ - Warrant Clearing Account	Check	1053074	04/04/2017	Accounts Payable	A TO Z TIRE & BATTERY INC	3.02
Open	NBAZ - Warrant Clearing Account	Check	1053075	04/04/2017	Accounts Payable	AALADIN SOUTHWEST INC	44
Open	NBAZ - Warrant Clearing Account	Check	1053076	04/04/2017	Accounts Payable	ABELTA GLASS CO	24
Open	NBAZ - Warrant Clearing Account	Check	1053077	04/04/2017	Accounts Payable	ALLREDS WESTERN WEAR	15
Open	NBAZ - Warrant Clearing Account	Check	1053078	04/04/2017	Accounts Payable	ALSCO INC	30
Open	NBAZ - Warrant Clearing Account	Check	1053079	04/04/2017	Accounts Payable	AMIGO CHEVROLET	1.11
Open	NBAZ - Warrant Clearing Account	Check	1053080	04/04/2017	Accounts Payable	APACHE COUNTY	16
Open	NBAZ - Warrant Clearing Account	Check	1053081	04/04/2017	Accounts Payable	ARIZONA MAGISTRATES ASSOCIATION	27
Open	NBAZ - Warrant Clearing Account	Check	1053082	04/04/2017	Accounts Payable	ARVISO, OLIVER	23
Open	NBAZ - Warrant Clearing Account	Check	1053083	04/04/2017	Accounts Payable	ASHTONS REPAIR INC	74
Open	NBAZ - Warrant Clearing Account	Check	1053084	04/04/2017	Accounts Payable	ASSOCIATION OF STATE FLOODPLAIN MANAGERS INC	15
Open	NBAZ - Warrant Clearing Account	Check	1053085	04/04/2017	Accounts Payable	AZ BRAKE & CLUTCH SUPPLY	25
Open	NBAZ - Warrant Clearing Account	Check	1053086	04/04/2017	Accounts Payable	AZ SUPREME COURT	2.67
Open	NBAZ - Warrant Clearing Account	Check	1053087	04/04/2017	Accounts Payable	AZLGEBT	305.85
Open	NBAZ - Warrant Clearing Account	Check	1053088	04/04/2017	Accounts Payable	B & H WHOLESALE POPCORN CANNERY	7
Open	NBAZ - Warrant Clearing Account	Check	1053089	04/04/2017	Accounts Payable	BASHAS' CORPORATE OFFICE	3
Open	NBAZ - Warrant Clearing Account	Check	1053090	04/04/2017	Accounts Payable	BAUMAN HOME AND AUTO INC	31
Open	NBAZ - Warrant Clearing Account	Check	1053091	04/04/2017	Accounts Payable	BEACON FIRE AND SECURITY LLC	33

Status	Bank Account	Type	Number	Payment Date	Source	Payee	Amount
Open	NBAZ - Warrant Clearing Account	Check	1053092	04/04/2017	Accounts Payable	BEGAY, MARLETTA	24
Open	NBAZ - Warrant Clearing Account	Check	1053093	04/04/2017	Accounts Payable	BENALLY, JULIA	26
Open	NBAZ - Warrant Clearing Account	Check	1053094	04/04/2017	Accounts Payable	BENDER, JUDITH A	6.20
Open	NBAZ - Warrant Clearing Account	Check	1053095	04/04/2017	Accounts Payable	BIA, RANDY	5
Open	NBAZ - Warrant Clearing Account	Check	1053096	04/04/2017	Accounts Payable	BILLS DISCOUNT AUTO PARTS (NAPA)	1.16
Open	NBAZ - Warrant Clearing Account	Check	1053097	04/04/2017	Accounts Payable	BLAIR, RICHARD A	11
Open	NBAZ - Warrant Clearing Account	Check	1053098	04/04/2017	Accounts Payable	BOOT BARN	1.36
Open	NBAZ - Warrant Clearing Account	Check	1053099	04/04/2017	Accounts Payable	BRADCO	23.36
Open	NBAZ - Warrant Clearing Account	Check	1053100	04/04/2017	Accounts Payable	BUNTON, KELLY L	6
Open	NBAZ - Warrant Clearing Account	Check	1053101	04/04/2017	Accounts Payable	BUTLER'S OFFICE EQUIPMENT & SUPPLY INC	5
Open	NBAZ - Warrant Clearing Account	Check	1053102	04/04/2017	Accounts Payable	CDW GOVERNMENT LLC	3.12
Open	NBAZ - Warrant Clearing Account	Check	1053103	04/04/2017	Accounts Payable	CIRVELLO, MICHAEL V	18
Open	NBAZ - Warrant Clearing Account	Check	1053104	04/04/2017	Accounts Payable	CLEVELAND, HARDY C	30
Open	NBAZ - Warrant Clearing Account	Check	1053105	04/04/2017	Accounts Payable	CONCHO SUPPLY LLC	72
Open	NBAZ - Warrant Clearing Account	Check	1053106	04/04/2017	Accounts Payable	COULTER CADILLAC INC	5.01
Open	NBAZ - Warrant Clearing Account	Check	1053107	04/04/2017	Accounts Payable	COURTESY CHEVROLET	35.03
Open	NBAZ - Warrant Clearing Account	Check	1053108	04/04/2017	Accounts Payable	DEDMAN, JOSEPH Junior	24
Open	NBAZ - Warrant Clearing Account	Check	1053109	04/04/2017	Accounts Payable	DELL COMPUTER CORPORATION	1.93
Voided	NBAZ - Warrant Clearing Account	Check	1053110	04/04/2017	Accounts Payable	DENNISON, ANDREW	3.89
Open	NBAZ - Warrant Clearing Account	Check	1053111	04/04/2017	Accounts Payable	DUGDALE, BEN	34
Open	NBAZ - Warrant Clearing Account	Check	1053112	04/04/2017	Accounts Payable	DURHAM COMMUNICATIONS INC	53
Open	NBAZ - Warrant Clearing Account	Check	1053113	04/04/2017	Accounts Payable	EAGAR, BRANNON	14
Open	NBAZ - Warrant Clearing Account	Check	1053114	04/04/2017	Accounts Payable	EARTH MOVER TIRE SALES INC	50
Open	NBAZ - Warrant Clearing Account	Check	1053115	04/04/2017	Accounts Payable	EMPIRE MACHINERY	4.56
Open	NBAZ - Warrant Clearing Account	Check	1053116	04/04/2017	Accounts Payable	EMPOWERMENT SYSTEMS INC	33
Open	NBAZ - Warrant Clearing Account	Check	1053117	04/04/2017	Accounts Payable	FERRELLGAS	40
Open	NBAZ - Warrant Clearing Account	Check	1053118	04/04/2017	Accounts Payable	FIRST BOOK	21
Open	NBAZ - Warrant Clearing Account	Check	1053119	04/04/2017	Accounts Payable	FLEET PRIDE	15
Open	NBAZ - Warrant Clearing Account	Check	1053120	04/04/2017	Accounts Payable	FOUR CORNERS WELDING & GAS SUPPLY	13
Open	NBAZ - Warrant Clearing Account	Check	1053121	04/04/2017	Accounts Payable	FREELAND, GABRIEL	9
Open	NBAZ - Warrant Clearing Account	Check	1053122	04/04/2017	Accounts Payable	FRONTIER	17
Open	NBAZ - Warrant Clearing Account	Check	1053123	04/04/2017	Accounts Payable	FRONTIER	17
Open	NBAZ - Warrant Clearing Account	Check	1053124	04/04/2017	Accounts Payable	FRONTIER	16
Open	NBAZ - Warrant Clearing Account	Check	1053125	04/04/2017	Accounts Payable	FRONTIER	17
Open	NBAZ - Warrant Clearing Account	Check	1053126	04/04/2017	Accounts Payable	FRONTIER	20
Open	NBAZ - Warrant Clearing Account	Check	1053127	04/04/2017	Accounts Payable	FRONTIER	17
Open	NBAZ - Warrant Clearing Account	Check	1053128	04/04/2017	Accounts Payable	FRONTIER	16
Open	NBAZ - Warrant Clearing Account	Check	1053129	04/04/2017	Accounts Payable	FRONTIER	12
Open	NBAZ - Warrant Clearing Account	Check	1053130	04/04/2017	Accounts Payable	FRONTIER	17
Open	NBAZ - Warrant Clearing Account	Check	1053131	04/04/2017	Accounts Payable	FRONTIER	11
Open	NBAZ - Warrant Clearing Account	Check	1053132	04/04/2017	Accounts Payable	FRONTIER	16
Open	NBAZ - Warrant Clearing Account	Check	1053133	04/04/2017	Accounts Payable	FRONTIER	16
Open	NBAZ - Warrant Clearing Account	Check	1053134	04/04/2017	Accounts Payable	FRONTIER	22
Open	NBAZ - Warrant Clearing Account	Check	1053135	04/04/2017	Accounts Payable	FRONTIER	2
Open	NBAZ - Warrant Clearing Account	Check	1053136	04/04/2017	Accounts Payable	FRONTIER	9

Status	Bank Account	Type	Number	Payment Date	Source	Payee	Amount
Open	NBAZ - Warrant Clearing Account	Check	1053137	04/04/2017	Accounts Payable	FRONTIER	42
Open	NBAZ - Warrant Clearing Account	Check	1053138	04/04/2017	Accounts Payable	FRONTIER	1,76
Open	NBAZ - Warrant Clearing Account	Check	1053139	04/04/2017	Accounts Payable	FRONTIER	11
Open	NBAZ - Warrant Clearing Account	Check	1053140	04/04/2017	Accounts Payable	GALLUP LUMBER & SUPPLY	3
Open	NBAZ - Warrant Clearing Account	Check	1053141	04/04/2017	Accounts Payable	GARCIA JR., RUBEN C	75
Open	NBAZ - Warrant Clearing Account	Check	1053142	04/04/2017	Accounts Payable	GARDNER, SAMUEL TODD	30
Open	NBAZ - Warrant Clearing Account	Check	1053143	04/04/2017	Accounts Payable	GORDON, STEVEN H	30
Open	NBAZ - Warrant Clearing Account	Check	1053144	04/04/2017	Accounts Payable	GRAVES PROPANE CO INC	1,66
Open	NBAZ - Warrant Clearing Account	Check	1053145	04/04/2017	Accounts Payable	HANCOCK, PAUL	36
Open	NBAZ - Warrant Clearing Account	Check	1053146	04/04/2017	Accounts Payable	HAYES, CLAIRE L	13
Open	NBAZ - Warrant Clearing Account	Check	1053147	04/04/2017	Accounts Payable	HIGH COUNTRY SIGNS LLC	50
Open	NBAZ - Warrant Clearing Account	Check	1053148	04/04/2017	Accounts Payable	HILL AZ GROCERY STORE	14
Open	NBAZ - Warrant Clearing Account	Check	1053149	04/04/2017	Accounts Payable	HILL AZ GROCERY STORE	12
Open	NBAZ - Warrant Clearing Account	Check	1053150	04/04/2017	Accounts Payable	HILLYARD/FLAGSTAFF	1,36
Open	NBAZ - Warrant Clearing Account	Check	1053151	04/04/2017	Accounts Payable	HOGLE, JONI C	30
Open	NBAZ - Warrant Clearing Account	Check	1053152	04/04/2017	Accounts Payable	HOME DEPOT	1,36
Open	NBAZ - Warrant Clearing Account	Check	1053153	04/04/2017	Accounts Payable	HONEA, GENEVA	28
Open	NBAZ - Warrant Clearing Account	Check	1053154	04/04/2017	Accounts Payable	HOYT, VIRGINIA E	5
Open	NBAZ - Warrant Clearing Account	Check	1053155	04/04/2017	Accounts Payable	HUBBELL, ROCHELLE	5
Open	NBAZ - Warrant Clearing Account	Check	1053156	04/04/2017	Accounts Payable	HUGHES SUPPLY INC (LAKE SIDE)	30
Open	NBAZ - Warrant Clearing Account	Check	1053157	04/04/2017	Accounts Payable	HUMAN SERVICES CONSULTANTS	5,05
Open	NBAZ - Warrant Clearing Account	Check	1053158	04/04/2017	Accounts Payable	IMPACT TELECOM	16
Open	NBAZ - Warrant Clearing Account	Check	1053159	04/04/2017	Accounts Payable	J & SIGNS AND DESIGNS	28
Open	NBAZ - Warrant Clearing Account	Check	1053160	04/04/2017	Accounts Payable	JAMESON, MICHELLE	4
Open	NBAZ - Warrant Clearing Account	Check	1053161	04/04/2017	Accounts Payable	JUMBO, ALVIN D	7
Open	NBAZ - Warrant Clearing Account	Check	1053162	04/04/2017	Accounts Payable	KACHINA TRUCK SERVICE INC	19
Open	NBAZ - Warrant Clearing Account	Check	1053163	04/04/2017	Accounts Payable	KB WELDING INC	68
Open	NBAZ - Warrant Clearing Account	Check	1053164	04/04/2017	Accounts Payable	KELLER, CLETA	13
Open	NBAZ - Warrant Clearing Account	Check	1053165	04/04/2017	Accounts Payable	KIRK, TOMMY	50
Open	NBAZ - Warrant Clearing Account	Check	1053166	04/04/2017	Accounts Payable	LARRY TRAVIS HEAP	30
Open	NBAZ - Warrant Clearing Account	Check	1053167	04/04/2017	Accounts Payable	LATHAM, MICHAEL	3
Open	NBAZ - Warrant Clearing Account	Check	1053168	04/04/2017	Accounts Payable	LESUEUR ADVANCE AUTOMOTIVE LLC	1,30
Open	NBAZ - Warrant Clearing Account	Check	1053169	04/04/2017	Accounts Payable	LIVCO WATER & SEWER COMPANY	2
Open	NBAZ - Warrant Clearing Account	Check	1053170	04/04/2017	Accounts Payable	LOWES COMPANIES INC	85
Open	NBAZ - Warrant Clearing Account	Check	1053171	04/04/2017	Accounts Payable	MACKENZIE, ROBERT ANDREW	30
Open	NBAZ - Warrant Clearing Account	Check	1053172	04/04/2017	Accounts Payable	MASS TRANSCRIPTIONS	2,25
Open	NBAZ - Warrant Clearing Account	Check	1053173	04/04/2017	Accounts Payable	MCCARTHY, CHRIS	30
Open	NBAZ - Warrant Clearing Account	Check	1053174	04/04/2017	Accounts Payable	MCI	4
Open	NBAZ - Warrant Clearing Account	Check	1053175	04/04/2017	Accounts Payable	MERCK SHARP & DOHME CORP	1,90
Open	NBAZ - Warrant Clearing Account	Check	1053176	04/04/2017	Accounts Payable	MONTIERTH, LEHI	30
Open	NBAZ - Warrant Clearing Account	Check	1053177	04/04/2017	Accounts Payable	MOUNTAIN COMFORT HEATING AND COOLING	60
Open	NBAZ - Warrant Clearing Account	Check	1053178	04/04/2017	Accounts Payable	NAPA	1
Open	NBAZ - Warrant Clearing Account	Check	1053179	04/04/2017	Accounts Payable	NATIONAL BANK OF ARIZONA 0127	41
Open	NBAZ - Warrant Clearing Account	Check	1053180	04/04/2017	Accounts Payable	NATIONAL BANK OF ARIZONA 1389	3,03
Open	NBAZ - Warrant Clearing Account	Check	1053181	04/04/2017	Accounts Payable	NATIONAL BANK OF ARIZONA 1587	74

Status	Bank Account	Type	Number	Payment Date	Source	Payee	Amount
Open	NBAZ - Warrant Clearing Account	Check	1053182	04/04/2017	Accounts Payable	NATIONAL BANK OF ARIZONA 0085	3.91
Open	NBAZ - Warrant Clearing Account	Check	1053183	04/04/2017	Accounts Payable	NATIONAL BANK OF ARIZONA 0186	76
Open	NBAZ - Warrant Clearing Account	Check	1053184	04/04/2017	Accounts Payable	NATIONAL BANK OF ARIZONA 0202	61
Open	NBAZ - Warrant Clearing Account	Check	1053185	04/04/2017	Accounts Payable	NATIONAL BANK OF ARIZONA 0285	3.20
Open	NBAZ - Warrant Clearing Account	Check	1053186	04/04/2017	Accounts Payable	NATIONAL BANK OF ARIZONA 0301	3.73
Open	NBAZ - Warrant Clearing Account	Check	1053187	04/04/2017	Accounts Payable	NAVAJO TRIBAL UTILITY AUTHORITY	11
Open	NBAZ - Warrant Clearing Account	Check	1053188	04/04/2017	Accounts Payable	NAVAJO TRIBAL UTILITY AUTHORITY	2
Open	NBAZ - Warrant Clearing Account	Check	1053189	04/04/2017	Accounts Payable	NAVAJO WESTERNERS	6
Open	NBAZ - Warrant Clearing Account	Check	1053190	04/04/2017	Accounts Payable	NAVOPACHE ELECTRIC COOPERATIVE	54
Open	NBAZ - Warrant Clearing Account	Check	1053191	04/04/2017	Accounts Payable	NOEL'S INC	30
Open	NBAZ - Warrant Clearing Account	Check	1053192	04/04/2017	Accounts Payable	NORCHEM DRUG TESTING LABORATORY	9
Open	NBAZ - Warrant Clearing Account	Check	1053193	04/04/2017	Accounts Payable	NOSKER TANNER, LEROY	24
Open	NBAZ - Warrant Clearing Account	Check	1053194	04/04/2017	Accounts Payable	O'REILLY AUTO PARTS	2
Open	NBAZ - Warrant Clearing Account	Check	1053195	04/04/2017	Accounts Payable	OPTICS PLANET INC	1.08
Open	NBAZ - Warrant Clearing Account	Check	1053196	04/04/2017	Accounts Payable	PACIFIC PONDEROSA CO INC	13.02
Open	NBAZ - Warrant Clearing Account	Check	1053197	04/04/2017	Accounts Payable	PADILLA, DEBBIE L	2
Open	NBAZ - Warrant Clearing Account	Check	1053198	04/04/2017	Accounts Payable	PARRACK (HIGH COUNTRY AWARDS), BRIAN K	7
Open	NBAZ - Warrant Clearing Account	Check	1053199	04/04/2017	Accounts Payable	PENA, KERRY	35
Open	NBAZ - Warrant Clearing Account	Check	1053200	04/04/2017	Accounts Payable	PERFECT PRINTZ LLC	5
Open	NBAZ - Warrant Clearing Account	Check	1053201	04/04/2017	Accounts Payable	PFIZER INC	1.65
Open	NBAZ - Warrant Clearing Account	Check	1053202	04/04/2017	Accounts Payable	PLATT DDS, RANDOLPH	62
Open	NBAZ - Warrant Clearing Account	Check	1053203	04/04/2017	Accounts Payable	POWERS, ASHTEN BROOKE KAY	79
Open	NBAZ - Warrant Clearing Account	Check	1053204	04/04/2017	Accounts Payable	PRO PETROLEUM	15.69
Open	NBAZ - Warrant Clearing Account	Check	1053205	04/04/2017	Accounts Payable	PROFORCE LAW ENFORCEMENT	1.28
Open	NBAZ - Warrant Clearing Account	Check	1053206	04/04/2017	Accounts Payable	QUILL CORP	3.94
Open	NBAZ - Warrant Clearing Account	Check	1053207	04/04/2017	Accounts Payable	RDO EQUIPMENT CO	39
Open	NBAZ - Warrant Clearing Account	Check	1053208	04/04/2017	Accounts Payable	RODE - INN	29
Open	NBAZ - Warrant Clearing Account	Check	1053209	04/04/2017	Accounts Payable	ROSS, RYAN THOMAS TAYLOR	18
Open	NBAZ - Warrant Clearing Account	Check	1053210	04/04/2017	Accounts Payable	ROTHLISBERGER, LORIL	39
Open	NBAZ - Warrant Clearing Account	Check	1053211	04/04/2017	Accounts Payable	RUSH TRUCK CENTER	3.63
Open	NBAZ - Warrant Clearing Account	Check	1053212	04/04/2017	Accounts Payable	SAFETY KLEEN	12
Open	NBAZ - Warrant Clearing Account	Check	1053213	04/04/2017	Accounts Payable	SAFEWAY INC	3
Open	NBAZ - Warrant Clearing Account	Check	1053214	04/04/2017	Accounts Payable	SANDOVAL, PATRICK J	1.05
Open	NBAZ - Warrant Clearing Account	Check	1053215	04/04/2017	Accounts Payable	SECURUS TECHNOLOGIES INC	3.02
Open	NBAZ - Warrant Clearing Account	Check	1053216	04/04/2017	Accounts Payable	SENTRY FIRE AND WELDING SUPPLY INC	1
Open	NBAZ - Warrant Clearing Account	Check	1053217	04/04/2017	Accounts Payable	SHREEVE, JOHN CHARLES	18
Open	NBAZ - Warrant Clearing Account	Check	1053218	04/04/2017	Accounts Payable	SHUMWAY, TRACY	78
Open	NBAZ - Warrant Clearing Account	Check	1053219	04/04/2017	Accounts Payable	SIERRA PROPANE	95
Open	NBAZ - Warrant Clearing Account	Check	1053220	04/04/2017	Accounts Payable	SINE-SHIELDS, KELI ANN	10
Open	NBAZ - Warrant Clearing Account	Check	1053221	04/04/2017	Accounts Payable	SONJAS CUSTOMIZED EMBROIDERY	10
Open	NBAZ - Warrant Clearing Account	Check	1053222	04/04/2017	Accounts Payable	SPRINGERVILLE AUTOMOTIVE SERVICE	24
Open	NBAZ - Warrant Clearing Account	Check	1053223	04/04/2017	Accounts Payable	ST JOHNS GLASS	2
Open	NBAZ - Warrant Clearing Account	Check	1053224	04/04/2017	Accounts Payable	ST JOHNS IRRIGATION	19
Open	NBAZ - Warrant Clearing Account	Check	1053225	04/04/2017	Accounts Payable	ST JOHNS UNITED DRUG	30
Open	NBAZ - Warrant Clearing Account	Check	1053226	04/04/2017	Accounts Payable	STALLINGS, YVONNE (BONNIE) L	30

Status	Bank Account	Type	Number	Payment Date	Source	Payee	Amount
Open	NBAZ - Warrant Clearing Account	Check	10533227	04/04/2017	Accounts Payable	STANDARD ELECTRIC WHOLESale LLC	26
Open	NBAZ - Warrant Clearing Account	Check	10533228	04/04/2017	Accounts Payable	STAPLES CREDIT PLAN	56
Open	NBAZ - Warrant Clearing Account	Check	10533229	04/04/2017	Accounts Payable	STRADLING, CHERYL	1.05
Open	NBAZ - Warrant Clearing Account	Check	10533230	04/04/2017	Accounts Payable	SUMMIT HEALTHCARE ASSOCIATION INC	27.22
Open	NBAZ - Warrant Clearing Account	Check	10533231	04/04/2017	Accounts Payable	SW ECOLOGY LLC	1.62
Open	NBAZ - Warrant Clearing Account	Check	10533232	04/04/2017	Accounts Payable	SWIETANSKI, DAVID B	24
Open	NBAZ - Warrant Clearing Account	Check	10533233	04/04/2017	Accounts Payable	TABLE TOP TELEPHONE COMPANY INC	27
Open	NBAZ - Warrant Clearing Account	Check	10533234	04/04/2017	Accounts Payable	TAYLOR LAW OFFICE PC	27
Open	NBAZ - Warrant Clearing Account	Check	10533235	04/04/2017	Accounts Payable	THE AARONS COMPANY LLC	3.00
Open	NBAZ - Warrant Clearing Account	Check	10533236	04/04/2017	Accounts Payable	TJP COMMUNICATIONS	3.00
Open	NBAZ - Warrant Clearing Account	Check	10533237	04/04/2017	Accounts Payable	TRINITY SERVICES GROUP INC	4.12
Open	NBAZ - Warrant Clearing Account	Check	10533238	04/04/2017	Accounts Payable	TSOSIE, GERRICK	16.20
Open	NBAZ - Warrant Clearing Account	Check	10533239	04/04/2017	Accounts Payable	TYLER TECHNOLOGIES INC	10
Open	NBAZ - Warrant Clearing Account	Check	10533240	04/04/2017	Accounts Payable	UDALL, SHERWOOD BOWEN	71.63
Open	NBAZ - Warrant Clearing Account	Check	10533241	04/04/2017	Accounts Payable	ULINE INC	28
Open	NBAZ - Warrant Clearing Account	Check	10533242	04/04/2017	Accounts Payable	UNIFIRST CORPORATION	1.14
Open	NBAZ - Warrant Clearing Account	Check	10533243	04/04/2017	Accounts Payable	US POSTMASTER	15
Open	NBAZ - Warrant Clearing Account	Check	10533244	04/04/2017	Accounts Payable	US POSTMASTER	
Open	NBAZ - Warrant Clearing Account	Check	10533245	04/04/2017	Accounts Payable	VALLEY AUTO PARTS	1.42
Open	NBAZ - Warrant Clearing Account	Check	10533246	04/04/2017	Accounts Payable	VERIZON WIRELESS	4
Open	NBAZ - Warrant Clearing Account	Check	10533247	04/04/2017	Accounts Payable	WAL-MART COMMUNITY	28
Open	NBAZ - Warrant Clearing Account	Check	10533248	04/04/2017	Accounts Payable	WALKER, CARLA	30
Open	NBAZ - Warrant Clearing Account	Check	10533249	04/04/2017	Accounts Payable	WASTE MANAGEMENT OF AZ	3
Open	NBAZ - Warrant Clearing Account	Check	10533250	04/04/2017	Accounts Payable	WAUNIKA, EDISON JAMES	28
Open	NBAZ - Warrant Clearing Account	Check	10533251	04/04/2017	Accounts Payable	WENIGERT, DELWIN	32
Open	NBAZ - Warrant Clearing Account	Check	10533252	04/04/2017	Accounts Payable	WHITE MOUNTAIN PUBLISHING CO	2
Open	NBAZ - Warrant Clearing Account	Check	10533253	04/04/2017	Accounts Payable	WHITE MOUNTAIN PURIFIED WATER & ICE	21
Open	NBAZ - Warrant Clearing Account	Check	10533254	04/04/2017	Accounts Payable	WOOD, ANTONIA	12
Open	NBAZ - Warrant Clearing Account	Check	10533255	04/04/2017	Accounts Payable	WOODLAND BUILDING CENTER	71
Open	NBAZ - Warrant Clearing Account	Check	10533256	04/04/2017	Accounts Payable	WRIGHT EXPRESS FSC	1.57
Open	NBAZ - Warrant Clearing Account	Check	10533257	04/04/2017	Accounts Payable	YAVAPAI COUNTY GOVERNMENT	3.35
Open	NBAZ - Warrant Clearing Account	Check	10533258	04/05/2017	Accounts Payable	AZ DEPT OF RISK MANAGEMENT	1.23
Open	NBAZ - Warrant Clearing Account	Check	10533259	04/05/2017	Accounts Payable	DENNISON, ANDREW	1.94
Open	NBAZ - Warrant Clearing Account	Check	10533260	04/05/2017	Accounts Payable	DENNISON, ANDREW	1.94
Open	NBAZ - Warrant Clearing Account	Check	10533261	04/05/2017	Accounts Payable	ELECTION OFFICIALS OF ARIZONA	35
Open	NBAZ - Warrant Clearing Account	Check	10533262	04/05/2017	Accounts Payable	J&W SURVEYING	4.83
Open	NBAZ - Warrant Clearing Account	Check	10533263	04/05/2017	Accounts Payable	PATTERSON, RYAN N	33
Open	NBAZ - Warrant Clearing Account	Check	10533264	04/05/2017	Accounts Payable	HERRERA, ROSCOE GEORGE	7
Open	NBAZ - Warrant Clearing Account	Check	10533265	04/05/2017	Accounts Payable	NOTAH, ANTONY C	7
Open	NBAZ - Warrant Clearing Account	Check	10533266	04/06/2017	Accounts Payable	THOMAS, JEREL	14

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

County Manager _____

Date/Signature: _____

4/18/17 *[Signature]*

Describe in detail what you want to say to the Board and what action you want the Board to take:

Request approval of minutes dated March 28 and April 4, 2017

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials *Ne*

OFFICIAL PROCEEDINGS OF THE APACHE COUNTY
BOARD OF SUPERVISORS MEETING

March 28, 2017
St. Johns, Arizona

Present were: Vice Chairman Doyel Shamley, County Manager/Clerk of the Board Delwin Wengert, County Attorney Michael Whiting and Chief Deputy County Attorney Joe Young. Participating via the telephone was Chairman Joe Shirley, Jr. and Supervisor Alton Joe Shepherd.

Chairman Shirley called to order the Board of Supervisors meeting at 1:04 p.m. in the Board of Supervisors chambers, County Annex Building, 75 West Cleveland Street, St. Johns, Arizona.

Mr. Shepherd was delayed a few minutes.

Mr. Wengert presented the item following a possible executive session for legal advice pursuant to A.R.S. 38-431.03 (A)(3), possible discussion and/or action relating to County Budget reconciliations and questions with respect to Treasurer's Office. Mr. Shamley and Mr. Shirley stated they did not see a need for an executive session.

Mr. Wengert stated the treasurer delivered the timeline letter as she was instructed to, by the 11:00 a.m. deadline yesterday and the timeline indicates the reconciliations will be done within two weeks; by April 10, 2017 their portion of the audit.

Mr. Shamley stated he wanted to hear from Treasurer Begay and Finance Director Ryan Patterson.

Supervisor Alton Shepherd joined the meeting via the telephone.

Treasurer Marleita Begay addressed the Board and stated her team is \$37,113.98 away from balancing the accounts. Treasurer Begay stated the Auditor General has indicated they can move forward with the amount since it is under \$100,000 so they will be wrapping up the audit but the audit is still happening within other departments and should be completed by Friday, March 31, 2017 so that is why the deadline of April 10, 2017 was provided in the timeline but should be sooner. Treasurer Begay provided an overview of the process that was done regarding the previous audit.

Finance Director Ryan Patterson stated he had nothing further to provide other than the auditors seem pleased with the \$37,000 since it is under the \$100,000 that the auditors require.

Mr. Shamley stated at this point, 2012, 2013 and 2014 are zeroed out so the concern is with 2015 and according to Treasurer Begay, the audit will be wrapped up this coming Friday, and asked what the plan was to get this all done. Treasurer Begay stated last week there was \$311,000 over and it is down to only being over by \$37,000 so her plan to wrap up the audit is to hire a full time senior accountant, moving forward as part of her corrective action. Treasurer Begay stated the zero balance for 2012, 2013 and 2014 is only verbal but wants to see it in black

and white for her records to show all the fund accounts for the entire county was at zero balance. Treasurer Begay stated she spoke with Nicole with the Auditor General's office could only provide the investment portion but she does not want to hinder the county in anyway so they can obtain the grant funding because due to the Trump Administration, the county needs all the money it can get.

Mr. Shamley asked if Treasurer Begay was going to be in the office everyday working with her staff to ensure this is completed by Friday, why is there a need for the extra time of April 10, 2017. Treasurer Begay stated her office is doing all the adjustments and received confirmation from the auditors they will proceed with accepting the \$37,113.98 and will be wrapping up the treasurer's part of the audit. Treasurer Begay stated she placed the April 10, 2017 deadline as a buffer but the audit should be completed before then. Treasurer Begay stated at the last Board meeting a couple dates were thrown around, Mr. Shamley indicating a deadline of 30 days to complete and Mr. Shepherd had indicated it should be done as soon as possible so she was going down the middle to give her team time but as of today, her office is good to go. Mr. Shamley stated he did not believe he made any reference at the last meeting to giving a 30 day deadline.

David Romero addressed the Board and provided a handout of the schedule of items that will be reported in the audit and some detailed information of postings. Mr. Romero stated he understands the urgency of getting the audit completed because they want departments to be able to apply for grants and do not want federal funding to be held up. Mr. Romero provided an overview of what the auditor general and the previous treasurer did that was not a detailed reconciliation on fund balances. Mr. Romero stated he and the treasurer are working with the auditor general to figure out a plan to move the audit forward.

Mr. Shepherd stated the treasurer has explained the struggle with the new software and the transition of the previous treasurer but the sooner we can get this reconciled the better because we are past the deadline of the audit and the sooner this can be reconciled the sooner we can get back on track with submitting grant applications. Ms. Shepherd stated the hard stop date of April 7, 2017 and that date needs to be held to and hopefully the audit numbers will be down to zero.

Chairman Shirley asked if the \$37,000 is below the amount the auditors will accept will the county be able to move forward with grant applications process. Treasurer Begay stated the audit as long as the audit gets completed, that will not hinder the applications for grants, and she is aiming for a zero balance.

Mr. Shepherd stated it seems there seems to be a breakdown in communication; his understanding is the treasurer's office does all reconciliations and is her the responsibility but there seems to be some collaboration that needs to happened between the Finance Department and the Treasurer and asked Mr. Wengert to streamline the process so next year we are not back here with the same issues. Chairman Shirley stated there would be a review every quarter, so if any help is needed the Board can stay apprised and can take appropriate action if needed. Chairman Shirley stated Treasurer Begay has provided a timeline. Mr. Wengert stated he will be checking with the treasurer every day and in the Treasurer letter she provided the date of April 10, 2017 to finalize the audit so he will be checking and if the Board would like , there can be an

item on the second meeting in April for an update. Mr. Wengert stated since we are behind on the FY15 and FY16 audit, he will make sure reports are submitted to the Board to keep updated, even though the treasurer is responsible for the audit, Mr. Patterson and he will help them the best they can. Treasurer Begay stated it is important to work as a team and it is important the county manager honor the additional funding she has been asking for, for the past four years to help in the treasurer's office and when other departments make errors, it is the treasurer's office that has to pick up the pieces to get the county back in shape, such as the tax rate error, so that makes an impact on her four full time staff. Chairman Shirley stated anytime you get anything accomplished, you do it as a team so he encourages the county working as a team.

Mr. Shamley stated he would like to see an item on the April 18, 2017 Board meeting to get this wrapped up and bring closure to this issue. Mr. Shepherd stated he agreed to the update on April 18, 2017. Chairman Shirley asked Treasurer Begay to be ready for another update. Treasurer Begay agreed.

Mr. Wengert stated it is the treasurer's responsibility to do the audit and his staff will work with her as best they can and as far as funding a new position, that will come before the board, he will provide information on the number of employees in other treasurer's offices in small counties treasurer's office as well as the impact to her budget that will create. Mr. Wengert stated it is his desire and commitment to work as a team to help her complete the audits, but in the end, it is her responsibility to do the audits. Mr. Wengert stated a reported from the White Mountain Independent has asked to address the Board. Chairman Shirley responded any questions, can be addressed by Mrs. Begay and Mr. Romero after the meeting.

Mr. Shepherd moved to adjourn, seconded by Mr. Shamley. Vote was unanimous.

Approved this 18th day of April, 2017

Joe Shirley, Jr.
Chairman of the Board

Delwin Wengert
Clerk of the Board

OFFICIAL PROCEEDINGS OF THE APACHE COUNTY
BOARD OF SUPERVISORS MEETING

April 4, 2017
Ganado, Arizona

Present were: Chairman Joe Shirley, Jr., Vice Chairman Doyel Shamley and Supervisor Alton Joe Shepherd. Also present, County Manager/Clerk of the Board Delwin Wengert, and County Attorney Michael Whiting.

Chairman Shirley called to order the Board of Supervisors meeting at 8:32 a.m. at the Ganado Road Yard Conference Room Highway 264 Mile Marker 446.8, Ganado, Arizona and welcomed all in attendance.

Heather Curtis and Lailauni Moore led the Pledge of Allegiance.

Gabriel Freeland gave the invocation.

Chairman Shirley called for the Apache County Public Health Services District item.

Chris Sexton, Health Director, requested approval of Intergovernmental Agreement ADHS17-133163 Public Health Emergency Preparedness Program and the additional fourteen thousand, six hundred twenty-four dollars and 63 cents (\$14,624.63) in funding received from the Arizona Department of Health Services will enhance current Public Health Emergency Preparedness activities. **Mr. Shamley Moved approval, seconded by Mr. Shepherd. Vote was unanimous.**

Mr. Shepherd moved to adjourn, seconded by Mr. Shamley. Vote was unanimous.

Chairman Shirley called for the regular agenda items.

Mr. Wengert presented the Consent Agenda Items A-E. County Manager/Clerk of the Board: A. Request approval of demands as distributed to the Apache County Board of Supervisors between March 21, 2017 and April 4, 2017. Payee Amount APACHE COUNTY HSA 2,294.58 APACHE COUNTY MEDICAL 155,872.45 APACHE COUNTY TAX WITHHOLDING 130,670.54 ASRS LEGACY EORP 1,089.96 AZ STATE RETIREMENT SYSTEM 91,121.55 COLONIAL LIFE AND ACCIDENT INS 1,302.33 CORRECTIONS OFFICER RET PLAN 6,299.92 CORRECTIONS OFFICER RETIREMENT PLAN 520 4,752.12 EORP LEGACY 1,288.26 NATIONWIDE 1,155.00 NATIONWIDE RETIREMENT SOL EODCRS 1,030.62 PUBLIC SAFETY PERSONNEL 401 8,801.84 PUBLIC SAFETY SHERIFF RET 43,475.84 SUPPORT PAYMENT CLEARINGHOUSE 2,264.63 AUGER CANYON ENTERPRISES INC 5,495.40 AVAYA COMMUNICATIONS 1,603.62 AZ STATE GOVERNMENT 1,000.00 BENDER, JUDITH A 7,150.00 BILL LUKE CHRYSLER JEEP DODGE INC 40,699.48 BOB BARKER COMPANY INC 1,712.87 BRADCO 16,169.19 CATERPILLAR FINANCIAL SERVICES CORPORATION 34,877.29 CDW GOVERNMENT LLC 5,728.55 CELLULAR ONE NE AZ 1,005.71 CRESCENT ELECTRIC SUPPLY CO 1,981.22 DELL COMPUTER CORPORATION 3,407.53 FERRELLGAS 2,293.11 FRONTIER 1,410.03 FRONTIER 4,407.23 GOODMAN'S INTERIOR STRUCTURES 2,860.00 GOULDINGS LODGE

1,325.40 GRAVES PROPANE CO INC 1,301.27 HAMBLIN LAW OFFICE PLC
 8,500.00 HEAP, JUSTIN 2,142.25 INGRAM LIBRARY SERVICES 2,318.72
 JOHNSON CONTROLS INC 2,999.50 MOVIE LICENSING USA 1,958.35
 NATIONAL BUSINESS FURNITURE 1,865.61 NAVAJO NATION 1,200.00
 NAVAJO TRIBAL UTILITY AUTHORITY 1,890.02 NAVOPACHE ELECTRIC
 COOPERATIVE 11,204.00 O'REILLY AUTO PARTS 1,240.17 PATTERSON, DANA
 BRYCE 8,500.00 QUALITY READY MIX INC 7,653.48 QUILL CORP 5,197.20
 RESIDENCE INN BY MARRIOTT TEMPE DOWNTOWN 1,196.28 ROADS SAFE TRAFFIC
 SYSTEMS INC 4,443.91 SCOTT HAMBLIN MD PC 1,900.00 SECURUS TECHNOLOGIES
 INC 2,044.97 SHELL OIL 1,334.06 SHI INTERNATIONAL CORP 4,414.31 SIERRA
 PROPANE 1,456.16 ST JOHNS CITY 6,615.34 THOMSON REUTERS WEST 1,564.78
 VERIZON WIRELESS 1,440.36 WHITING, MICHAEL B 1,179.94 WILLIAMS, STEVE
 1,055.36 PATTERSON, RYAN N 1,172.74 A & E REPROGRAPHICS 1,998.00 ADHS AZ
 HEALTH CARE COST 22,400.00 AMAZON COM INC 5,349.22 ARCHER
 MANUFACTURING 2,280.00 AZ SUPREME COURT 3,750.00 BRADCO 4,777.37 CDW
 GOVERNMENT LLC 2,657.99 COURTESY CHEVROLET 31,174.83 CRAFTCO INC
 82,645.40 CREATIVE MULTIMEDIA INC (CMI) 15,587.50 CURTIS, ROGER STUART
 1,345.30 EMBASSY SUITES 1,521.92 EMPIRE MACHINERY 1,608.12 ESRI INC
 3,085.35 FERRELLGAS 1,061.45 FROG WINDOW CLEANERS 2,615.00 HIGH COUNTRY
 PROPANE 1,294.21 HILLYARD INC 1,284.67 INGRAM LIBRARY SERVICES
 2,144.90 KIS AANI CATERING SERVICE 1,000.00 LATHAM, MICHAEL 1,242.34
 LUMENBRITE TRAINING 4,785.00 MEAD PUBLISHING 3,823.94 MOHAWK
 AUTOMOTIVE LIFTS SOUTHWEST 16,792.42 MOORE MEDICAL LLC 1,214.91
 NAVAJO TRIBAL UTILITY AUTHORITY 1,439.14 OVERDRIVE INC 1,669.28
 PIMA COUNTY MEDICAL 2,300.00 PIMENTEL CONTRACT CLEANING 4,990.00
 PRO PETROLEUM 15,607.81 QUILL CORP 2,925.34 ROADS SAFE TRAFFIC SYSTEMS
 INC 4,013.86 ROUND VALLEY UNIFIED SCHOOLS 4,774.74 RUSH TRUCK CENTER
 1,205.93 SALINE LAW GROUP PLLC 1,093.86 SCHIFF, LAURENCE 1,600.00
 SECURUS TECHNOLOGIES INC 1,838.55 ST JOHNS EMERGENCY SERVICES 2,025.19
 STANLEY SECURITY SOLUTIONS INC 15,900.00 SUN GLASS LLC 1,073.02
 SWEETLANDS COMPLETE AUTO 1,020.78 TRAK ENGINEERING INC 14,470.00
 US POSTMASTER 1,000.00 VALLEY AUTO PARTS 1,515.99 VECTOR RESOURCES INC
 1,591.28 VERIZON WIRELESS 2,896.88 APACHE COUNTY 1,000.00 Demands are
 payments made, or to be made, by the County. Specific details of the demands may be requested
 through the County public record request process. B. Request approval of minutes dated March
 21, 2017. C. Request approval of a Special Event Liquor License Application for Wes
 Myers, American Legion Post 130, for a Concho Lions Club Memorial Day Picnic and parade on
 May 29, 2017, located at the Concho Valley Lions Club, Commercial Drive, Concho, Arizona.
 Community Development: D. Notification of the meeting schedule for 2017 for the Board of
 Adjustment and Appeals. Personnel Items: E. Clerk of the Court: Notification of the retirement
 of Laurel Waite, Judicial Information System Manager, effective April 3, 2017 and
 approval to payout her accrued sick leave in accordance with Human Resources Policy 3.25.
 Mrs. Waite has worked for the County for a total of 27 years, with 20 of those years being in the
 Clerk's office. Mr. Wengert recognized Mrs. Waite for her years of dedicated service. **Mr.
 Shamley moved approval, seconded by Mr. Shepherd.** Vote was unanimous of Consent items
 A-E.

Malena Bazarro, Grants Manager: requested approval of funding agreement 137-17 between Arizona Department of Housing and Apache County for a street light project in Alpine from the Community Development Block Grant Fund (CDBG). The contract award is seventy three thousand, nine hundred thirty eight dollars (\$73,938), for the purchase and installation of 20 new street lights along Highway 180 and 191 in Alpine, Arizona. Ms. Bazarro stated the grant requires no matching funds. **Mr. Shepherd moved approval, seconded by Mr. Shamley.** Vote was unanimous.

Malena Bazarro, Grants Manager, requested approval of funding agreement 38-17 between Arizona Department of Housing and Apache County for fairgrounds improvements from the Community Development Block Grant Fund (CDBG). The contract award is for one hundred forty eight thousand, seven hundred eighty three dollars (\$148,783) for ADA upgrades to the restrooms, new sidewalks, and purchase and installation of new grandstands. Ms. Bazarro stated Apache County will commit thirty six thousand dollars (\$36,000) of in-kind labor to the project. **Mr. Shepherd moved approval, seconded by Mr. Shamley.** Mr. Shamley asked if this was the end of the CDBG due to shifts in funding. Ms. Bazarro stated yes, due to federal budget cuts. Mr. Shamley commented that alternative funding sources need to be found. Vote was unanimous.

Mr. Wengert, on behalf of the Engineering Department, requested approval to lease three (3) motor graders at a yearly cost of twenty eight thousand, three hundred eighteen dollars and 08 cents (\$28,318.08) each for a total of eighty four thousand, nine hundred fifty four dollars and 24 cents, (\$84,954.24) per year for seven (7) years for District I. Mr. Wengert stated the Agreement is through the National Intergovernmental Purchasing Alliance (NIPA) – City of Tucson contract. **Mr. Shamley moved approval, seconded by Mr. Shepherd.** Vote was unanimous.

Brannan Eagar, Chief Deputy Sheriff, requested approval to enter into a contract with JE Fuller Inc., to complete the Hazard Mitigation Plan Update and the total cost for their portion of the work will be twenty seven thousand, nine hundred dollars (\$27,900), which will be paid out of the Hazard Mitigation Plan Update Grant. Chief Eagar stated this is a change due to issues with the previous contractor and under the direction of the county attorney's office, submitted a stop work order for that contractor. Chief Eagar stated JE Fuller did the last Hazard Mitigation Plan so they have all the documentation and they were not initially chosen because they were a higher bid, but have since agreed to finish the plan. **Mr. Shamley moved approval seconded by Mr. Shepherd.** Vote was unanimous.

Commander Michael Cirivello, on behalf of the Sheriff's Office, requested approval of a proclamation of support for the Step Up Initiative to reduce mentally ill recidivism in the jails. **Mr. Shepherd moved approval, seconded by Mr. Shamley.** Vote was unanimous.

Commander Michael Cirivello, on behalf of the Sheriff's Office, requested approval of a contract extension with Swanson Food Service. Commander Cirivello stated the contractor has requested a small increase in price due to the minimum wage increase. Chairman Shirley asked how much the increase was. Commander Cirivello stated approximately a \$7,000 increase. **Mr. Shamley moved approval seconded by Mr. Shepherd.** Vote was unanimous.

There was no one wanting to address the Board during call to the public.

Mr. Shepherd moved to adjourn, seconded by Mr. Shamley. Vote was unanimous.

Approved this 18th day of April, 2017.

Joe Shirley, Jr.
Chairman of the Board

Delwin Wengert
Clerk of the Board

**Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM**

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

County Manager _____

Date/Signature: _____

Describe in detail what you want to say to the Board and what action you want the Board to take:

Request approval of a Special Event Liquor License application for Terry Fillipi, Alpine Business Association, for the Alpine Blues Music Festival on June 16 & 17, 2017, located at 42665 Highway 180, in Alpine, Arizona.

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials _____





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

FOR DLLC USE ONLY

Event Date(s):
Event time start/end:
CSR:
License:

APPLICATION FOR SPECIAL EVENT LICENSE
 Fee= \$25.00 per day for 1-10 days (consecutive)
 Cash Checks or Money Orders Only

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

SECTION 1 Name of Organization: Alpine Business Association

SECTION 2 Non-Profit/IRS Tax Exempt Number: 45-5535385

SECTION 3 The organization is a: (check one box only)

- Charitable Fraternal (must have regular membership and have been in existence for over five (5) years)
- Religious Civic (Rotary, College Scholarship) Political Party, Ballot Measure or Campaign Committee

SECTION 4 Will this event be held on a currently licensed premise and within the already approved premises? Yes No

Name of Business	License Number	Phone (include Area Code)
------------------	----------------	---------------------------

SECTION 5 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use
- Dispense and serve all spirituous liquors under retailer's license
- Dispense and serve all spirituous liquors under special event
- Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

SECTION 6 What is the purpose of this event? On-site consumption Off-site (auction) Both

SECTION 7 Location of the Event: Alpine, AZ

Address of Location: 42665 Hwy. 180, Alpine, Apache AZ. 85920

Street City COUNTY State Zip

SECTION 8 Will this be stacked with a wine festival/craft distiller festival? Yes No

SECTION 9 Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Fillipi Terry L. 6/30/59

Last First Middle Date of Birth

2. Applicant's mailing address: P.O. Box 442 Alpine AZ 85920

Street City State Zip

3. Applicant's home/cell phone: 928 245-1143 Applicant's business phone: 928 339-4987

4. Applicant's email address: terry@aspencountryreality.com

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (If yes, attach explanation.)

2. How many special event licenses have been issued to this location this year? 0
 (The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)

3. Is the organization using the services of a promoter or other person to manage the event? Yes No
 (If yes, attach a copy of the agreement.)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Alpine Business Association Percentage: 100%

Address P.O. Box 134, Alpine, AZ 85920
Street City State Zip

Name _____ Percentage: _____

Address _____
Street City State Zip

5. Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

Number of Police 3-4 Number of Security Personnel _____ Fencing Barriers

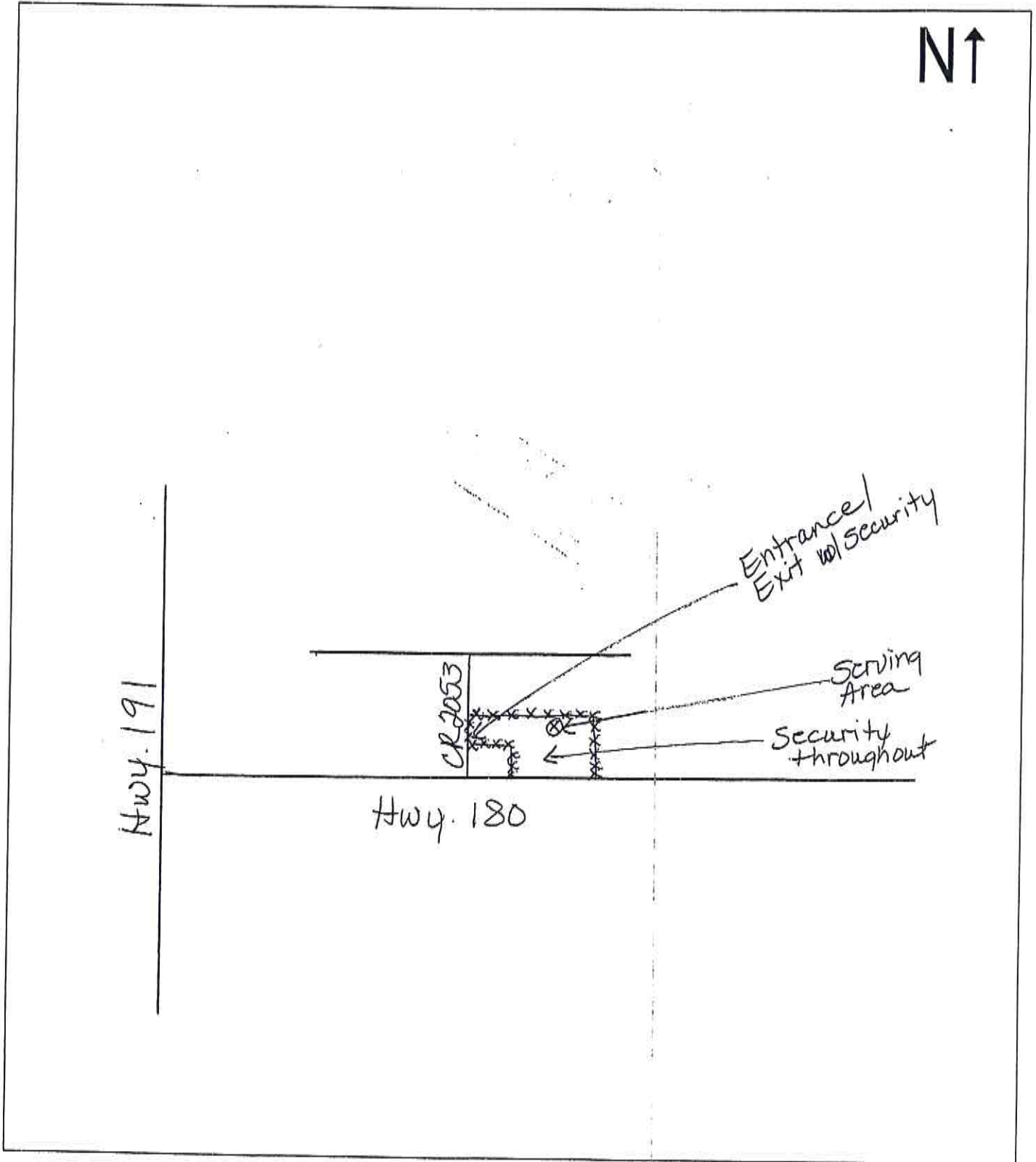
Explanation: Area will be completely fenced with one entrance/exit with 3-4 security personnel. All I.D.'s will be checked at the entrance and wristbands will be issued.

SECTION 11 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>6/16/17</u>	<u>Friday</u>	<u>5:00 PM</u>	<u>9:00 PM</u>
DAY 2:	<u>6/17/17</u>	<u>Saturday</u>	<u>10:00 AM</u>	<u>9:00 PM</u>
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 12 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. The following space is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.



SECTION 13 To be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, (Print Full Name) Terry L. Fillipi declare that I am an Officer, Director or Chairperson of the organization filing this application as listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

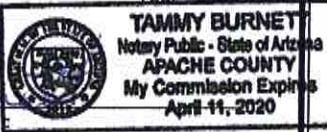
X Terry L. Fillipi Vice Chairman 3/23/17 928/245-1143
 Signature Title/ Position Date Phone Number

The foregoing instrument was acknowledged before me this 23 March 2017
 Day Month Year

State Arizona County of Apache

My Commission Expires on: 4/11/2020 Date

Tammy Burnett
 Signature of Notary Public



SECTION 14 This section is to be completed only by the applicant named in Section 9.

I, (Print Full Name) Terry L. Fillipi declare that I am the APPLICANT filing this application as listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

X Terry L. Fillipi Applicant 3/23/17 928/245-1143
 Signature Title/ Position Date Phone Number

The foregoing instrument was acknowledged before me this 23 March 2017
 Day Month Year

State Arizona County of Apache

My Commission Expires on: 4/11/2020 Date

Tammy Burnett
 Signature of Notary Public



Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf.

SECTION 15 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
 (Government Official) (Title)

On behalf of _____
 (City, Town, County) Signature Date Phone

FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.

DONATION AGREEMENT

This Agreement is entered into this 23rd day of March, 2017, by and between:

BRIAN ALLAN SCHEER/ALPINE GRILL

And

ALPINE BUSINESS ASSOCIATION

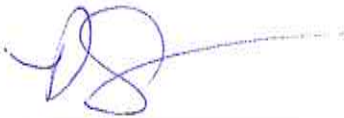
WHEREAS, Brian Allan Scheer/Alpine Grill is the holder of a valid Arizona Liquor License and seeks to promote economic development in the area of Alpine, Arizona;

WHEREAS, the Alpine Business Association seeks to promote economic development in the area of Alpine, Arizona through its non-profit efforts;

NOW THEREFORE, the parties agree as follows:

1. The Alpine Business Association shall sponsor the Alpine Country Blues Music Festival on June 16 and 17, 2017 in its efforts to promote economic development in the area;
2. Brian Allan Scheer/Alpine Grill shall sell alcohol at said Festival and shall donate Twenty-Five Percent (25%) of the proceeds therefrom to the Alpine Business Association.

IN WITNESS WHEREOF, the parties have set their hands the day and year first written above.

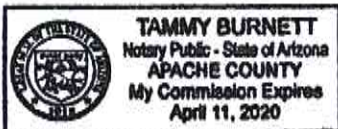


Brian Allan Scheer
Alpine Grill



Terry L. Fillipi
Alpine Business Association

SUBSCRIBED AND SWORN before me this 23 day of March, 2017, by Brian Allan Scheer and Terry L. Fillipi.



Notary Public

Comprehensive Plan Community Meeting Schedule

6 p.m. to 8 p.m.

Community	Location	Date
Alpine	Community Center 12 County Road 2061	Wednesday, May 10, 2017
		Wednesday, June 14, 2017
		Wednesday, July 19, 2017
Concho	Elementary School HWY 61 & Cinder Rd.	Tuesday, May 2, 2017
		Tuesday, June 6, 2017
		Tuesday, July 11, 2017
Greer	Community Center 74 Main Street	Wednesday, May 3, 2017
		Friday, June 16, 2017
		Wednesday, July 12, 2017
Nurtioso	Community Center 8 County Road 2016	Tuesday, May 9, 2017
		Tuesday, June 13, 2017
		Tuesday, July 18, 2017
Round Valley	County Annex Conference Room 323 S. Mountain Ave	Thursday, May 11, 2017
		Thursday, June 15, 2017
		Thursday, July 20, 2017
Sanders	School District Office Board Room I-40 Hwy 191 South	Wednesday, May 17, 2017
		Wednesday, June 21, 2017
		Wednesday, August 2, 2017
St. Johns	County Annex Board of Supervisors Conference Room 75 W. Cleveland	Tuesday, May 16, 2017
		Tuesday, June 20, 2017
		Tuesday, August 1, 2017
Stanford Store 5:45 p.m.	Stanford Drive & Highway 61	Thursday, May 4, 2017
		Thursday, June 1, 2017
		Thursday, July 6, 2017
Vernon	County Library 10 Main Street	Thursday, May 18, 2017
		Thursday, June 8, 2017
		Thursday, July 13, 2017

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: Community Development

Date/Signature:  4/10/17

Describe in detail what you want to say to the Board and what action you want the Board to take:

CONSENT AGENDA – Request approval of a request to waive the permit fee for a Temporary Use Permit for the Greer Civic Association, a non-profit organization, to hold Greer Days, an annual community event in Greer, June 9th, 10th & 11th, 2017. The Temporary Use Permit fee is \$300.00

BOS Meeting Date Requested April 18, 2017

PRE-AGENDA ITEM REVIEW

Review Routing / /Legal / /Finance / /Purchasing / /Human Resource / /Other: _____

Legal Review: _____

Signature: _____

Finance Review: _____


Signature: _____

Human Resources Review: _____

Signature: _____

Other Review: _____

Signature: _____

Reviews completed, item approved for Agenda. Supervisor/Board Clerk's Initials 

Greer is a "Little Slice of Heaven"



You Can Get There.

March 22, 2017

Apache County,

Greer Days will be held this summer, June 9,10,11. The main area of activity will be the Community Center with some Vendors setting up on the West side of Main Street.

I am submitting a Temporary Use Permit Application, at this time, with the Greer Community Center listed as the property information. In the past, the County has graciously waived the filing fee, and we would hope that would be the case again this year.

I can be contacted by email at mcgwin@cox.net, by phone 602-870-4252 in Phoenix, or after May 20th in Greer at 928-735-7657, or my cell at 602-361-9177 anytime.

Thank you,

Charley Gwin, President Greer Civic Association

P.O. Box 41 Greer, Arizona 85927



TEMPORARY USE PERMIT APPLICATION

APPLICANT

Name Greer Civic Association
 Mailing Address P.O. BOX 41
Greer Arizona 85927
 Contact Person Charles Gwin
 Phone 602-410-4252 Cell 602-410-4252
 Email mcgwin@cox.net

SUBMITTAL CHECKLIST

Application, photographs, diagrams, site plans with the setbacks noted, and any other required information. Please be precise and detailed. (See the attached guidelines)

A list of names and addresses of all the property owners within 300 feet of subject property.

Map to property.

A non-refundable filing fee of \$300.00.

PROPERTY INFORMATION

Assessor's Parcel # 102-11-001J
 Township _____ Range _____ Section _____
 Subdivision _____
 Unit # _____ Lot # _____
 Address/Location _____
 Existing Zoning _____
 Existing Land Use _____
 Lot Size _____

CERTIFICATION & SIGNATURE

Submittal of this application constitutes consent of the applicant in granting the Community Development Department access to the subject property during the course of project review. No further consent or notice shall be required.

I hereby certify that the information in this application is correct and agree to abide by the regulations of this jurisdiction.

Signature of Applicant

Charles Gwin Date 3-22-17

Signature of Property Owner (if not the applicant)

_____ Date _____

TEMPORARY USE PERMIT REQUEST

Please provide a brief description of the request.

Greer Days

June 9, 10, 11

Temporary Use: Yes No

OFFICE USE ONLY

Received By _____ Date _____
 Receipt # _____ Fee _____
 Permit # _____
 Related Cases _____
 Appeal Filed By _____ Date _____
 Receipt # _____ Fee _____

DIRECTOR'S ACTION

• Approved with Conditions (see attachments) • Denied
 Resolution # _____ Date _____
 Director _____ Date _____

COMMISSIONERS' ACTION

• Approved with Conditions (see attachments) • Denied
 Ordinance # _____ Date _____
 Chairman _____ Date _____

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Apache County Sheriff's Office

Date/Signature: _____

Brandon Egan 4-3-17

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and authorization to payout the accrued sick time balance for Deputy Sheriff III Chris Oakes. Request is made in accordance with Apache County Humane Resources policy 3.25 (RASL). Deputy Oakes retired effective March 18, 2017.

18

BOS Meeting Date Requested April 18, 2017

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

MOJ

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials _____

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Community Development

Date/Signature: RS 4/10/17

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and possible approval of an Amended Plat Map by applicants Joshua and Jessica McGinnis. The Applicants want to combine Lots 51 & 52 of the Ojo Bonito Estates Subdivision, parcel numbers 106-58-51/52, located near Vernon, AZ. Applicants are requesting the waiver of procedural requirements, and approval of the Amended Plat Map under the Appeals Process of Section 11 of the Subdivision Ordinance.

BOS Meeting Date Requested April 18, 2017

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature

Finance Review: _____

Signature

Human Resources Review: _____

Signature

Other Review: _____

Signature

Reviews completed, item approved for Agenda. Board Clerk's Initials NSW

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Community Development

Date/Signature: DRB 4/10/17

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and possible renewal of a contract between Apache County and Arizona Department of Housing, the Office of Manufactured Housing. The contract would grant Apache County the authority to continue to inspect the installation of manufactured houses within the county.

BOS Meeting Date Requested April 18, 2017

Legal Review: See attached email PRE-AGENDA ITEM REVIEW

Signature

Finance Review:

Signature

Human Resources Review:

Signature

Other Review:

Signature

Reviews completed, item approved for Agenda. Board Clerk's Initials pw

Devin Brown

From: Joe Young
Sent: Monday, April 10, 2017 4:39 PM
To: Devin Brown
Subject: RE: Contract for review

I am fine with the contract.

From: Devin Brown [<mailto:devbrown@co.apache.az.us>]
Sent: Monday, April 10, 2017 1:03 PM
To: Joe Young
Subject: Contract for review

Can you review this contract? It is from the Office of Manufactured Housing. It allows us to continue doing the installation inspections on manufactured homes.



Apache County Community Development

Devin Brown, Director
Greg Green, Building Official
P.O. Box 238
St. Johns, AZ 85936
Phone (928) 337-7526
Fax (928) 337- 7633

MEMORANDUM

TO: Board of Supervisors
FROM: Devin Brown, Community Development Director
DATE: April 11, 2017
RE: Purpose and need to enter the contact with the Arizona Department of Housing

The federal government has sole authority over the construction, safety, and installation of manufactured housing. But the federal government delegates some of its authority to the States to oversee and inspect the installation of manufactured housing. In Arizona, the federal government has delegated that authority to the Arizona Department of Housing, Office of Manufactured Housing.

The contract before the Board is a delegation of authority to Apache County that allows the county to inspect manufactured housing installations. The Office of Manufactured Housing is extremely understaffed, with only three inspectors total located in Prescott, Phoenix, and Tucson respectively. While some jurisdictions close to those cities have opted not to take on inspection duties, it would be a disservice to Apache County citizens if we did not take on that duty. It would take those State inspectors days and possibly weeks to do just the first inspection. Most manufactured houses take about three inspections before a Certificate of Occupancy is issued. The building inspectors for Apache County can usually respond to a request for inspection within 24 hours. Manufactured homes make up about half of the new dwelling permits in Apache County each year. Therefore, entering this contract allows the county to provide the best service to citizens wanting to install manufactured homes.

AGREEMENT

BETWEEN

**ARIZONA DEPARTMENT OF HOUSING
OFFICE OF MANUFACTURED HOUSING**

AND

APACHE COUNTY

TO ENFORCE INSTALLATION STANDARDS

This **AGREEMENT** ("Agreement") is entered into this _____ day of _____, _____, by and between the **ARIZONA DEPARTMENT OF HOUSING, OFFICE OF MANUFACTURED HOUSING** ("OMH") and the Apache County ("Agency").

WHEREAS, pursuant to A.R.S. § 41-4002 the purpose of OMH is to maintain standards of quality and safety for manufactured homes, factory-built buildings, mobile homes, and the installation of the same.

WHEREAS, A.R.S. § 41-4004 (B) (5) directs OMH to enter into agreements with local enforcement agencies to enforce the installation standards in their respective jurisdictions consistent with the installation standards of OMH; and

WHEREAS, it is the desire of both parties to eliminate unnecessary duplication of inspections regarding installation standards within the Agency's jurisdiction;

NOW, THEREFORE, in consideration of the premises and mutual promises and undertakings herein contained, and for other good and valuable consideration, the parties agree as follows:

1. **Monitoring and Enforcement.** For the duration of this Agreement, the Agency will monitor and enforce the installation standards set forth in A.R.S. § 41-4004 (B) (4) and A.A.C. R4-34-102 as they apply to installation standards and accessory structures.
2. **Term.** The term of this Agreement shall be for five (5) years from the date of this Agreement.
3. **Standards of Performance.** In exercising the authority delegated hereunder the Agency shall perform to the same standards of performance that the law imposes upon OMH in exercising the authority described in section 1 hereof. In addition, the Agency shall not approve any installation unless the installer affixes a State Insignia of Approval as required by A.A.C. R4-34-802 (A) and pays to the Agency the fee established by OMH pursuant to the authority by A.A.C. R4-34-501 and as permitted by A.A.C. R4-34-506.
4. **Monthly Reporting.** The Agency in this Agreement shall submit a Monthly IGA Report to OMH. A copy of each closed mobile home/HUD manufactured home or FBB permit shall be

submitted with the monthly report. The monthly report with copies of permits shall be submitted by mail, fax, or email, on or before the 15th of the following month. OMH will provide the monthly report format which will require the following be collected and documented:

- a. ARZ HUD label number(s) or FBB manufacturers insignia number
- b. Unit serial number
- c. Installation insignia or FBB plan approval number
- d. Address of installation
- e. Date of approved final installation inspection

5. Fees Charged by the Agency. Permit fees charged by the Agency shall be the same as the Fee Schedule created by OMH pursuant to its authority under A.R.S. § 41-4010 (A) (4) and A.A.C. R4-34-501 and no more than permitted by R4-34-801(E). All fees collected by the Agency shall be kept by the Agency as compensation for the services performed by the Agency under this agreement. The Agency shall not be entitled to any other compensation for services rendered by it under this Agreement.

6. Termination. Either party may terminate this Agreement at any time without cause by giving the other party thirty (30) days written notice prior to the date of termination. Additionally, OMH may terminate this Agreement immediately and without notice, if OMH determines that the installation standards required in the Agreement are not being maintained, or that local fees are not consistent with the inspection fees established by the Board of Manufactured Housing.

7. Qualifications of Personnel. The personnel that perform the functions delegated to the Agency in paragraph 1 hereof shall each have no less than one year of experience as a building code inspector or manufactured housing installation inspector.

8. Inspector Training. All Agency Inspectors performing under this Agreement shall participate in required initial and/or periodic training as set and coordinated by the State.

9. Duties of OMH. Should OMH require inspections of any portion of the installation of mobile, manufactured homes, accessory structures or factory built buildings not required by the Rules referred to herein and not covered under this Agreement, OMH shall be responsible for the inspections and enforcement thereof.

10. Notices. All notices shall be mailed or delivered to the party to receive such notice to the following address.

- a. If intended for OMH to:

Arizona Department of Housing
Office of Manufactured Housing
1110 West Washington, Suite #280
Phoenix, AZ 85007-2935

Attn: Debra Blake
Title: Deputy Director
Phone: (602) 364-1022

b. If intended for Agency, to:

Apache County
Community Development
75 West Cleveland
P.O. Box 238
St. Johns, AZ 85936

Attn: Greg Green
Title: Building Official
Phone: (928) 337-7527

11. Interpretation and Amendments. This Agreement contains the entire agreement between the parties hereto. This Agreement shall not be amended or modified in any manner, except by an instrument in writing signed by the parties hereto.

12. Headings. Headings are for convenience only and are not to be construed as part of this Agreement.

13. Invalidity of a Term. The parties agree that in the event any term, covenant or conditions herein contained should be held to be invalid or void, the invalidity of any such term, covenant or condition shall in no way affect any other term, covenant or condition of this Agreement.

14. Dispute. In the event of any dispute between the parties under this Agreement, the parties agree that they shall submit the dispute to arbitration pursuant to A.R.S. §§ 12-133(D) and 12-1518.

15. Inspection and Audit. Pursuant to A.R.S. §§ 35-214 and 35-215, all books, accounts, reports, files and other records relating to this Agreement shall be subject at all reasonable times to inspection and audit by the State of Arizona for five (5) years after completion of this Agreement. Such records shall be produced at the Auditor General's Office or such other office as the parties hereto may mutually agree within a reasonable time after request.

16. Conflict of Interest. The parties acknowledge that this Agreement is subject to cancellation by the Governor of Arizona pursuant to A.R.S. § 38-511, the provisions of which are incorporated herein.

17. Prohibition Against Discrimination. In the event that it applies, the parties agree to comply with the Arizona Governor's Executive Order No. 2009-09.

18. Governing Law and Venue. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Arizona. The exclusive venue for any litigation, arbitration, administrative hearing or the like concerning this Agreement or any matter arising therefrom shall be in Maricopa County, State of Arizona.

19. Unavailability of Funding. Every payment or financial obligation of the parties under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by any party at the end of the period for which funds are available. No liability shall accrue to any party in the event this provision is exercised, and neither the OMH or Agency shall be obligated or liable for any future payments nor for any damages as a result of termination under this paragraph.

20. E-verify. To the extent applicable under A.R.S. § 41-4401, each party and its respective subcontractors warrant compliance with all federal immigration laws and regulations that relate to its employees and compliance with the E-verify requirements under A.R.S. § 23-214(A). Each party has the right to inspect the papers of the other party or its subcontractors participating in this Agreement and may result in the termination of the Agreement by a non-breaching party under terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto agree to carry out the terms of this Agreement and have executed this Agreement the day, month and year first written above.

ARIZONA DEPARTMENT OF HOUSING:

APACHE COUNTY:

Names: _____
Michael Traylor, Director
Arizona Department of Housing

Name: _____
Joe Shirley, Chairman of the Board

Debra Blake, Deputy Director
Arizona Department of Housing
Office of Manufactured Housing

ATTEST: _____
Delwin Wengert, Clerk of the Board

APPROVED this _____ day of _____, _____.

This Intergovernmental Agreement has been reviewed by the undersigned attorney for the Agency who has determined that it is in appropriate form and within the powers and authority granted by law to the Agency designed herein.

BY: _____
Michael Whiting, County Attorney

This Intergovernmental Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney General, who has determined that it is in the proper form and is within the powers granted under the laws of the State of Arizona to those Parties to the Agreement represented by the Attorney General.

Dated this ___ day of _____, _____.

BY: _____
Valerie L. Marciano, Esq.
Assistant Attorney General

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

ENGINEERING- *[Signature]*

Date/Signature 4/10/17

Describe in detail what you want to say to the Board and what action you want the Board to take:

PERMISSION TO AWARD BID # 201703 FOR FIREWOOD PROCESSOR.

PRE-AGENDA ITEM REVIEW

Review Routing / /Legal / /Finance / /Purchasing / /Human Resource / /Other: _____

Legal Review: _____

Signature: _____

Finance Review: _____

Signature: _____

Human Resources Review: _____

Signature: _____

Other Review: _____

Signature: _____

Reviews completed, item approved for Agenda.

Supervisor/Board Clerk's Initials *[Signature]*

**Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM**

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Malena Bazarro, Grants Manager

Date/Signature: 4/10/2017

Describe in detail what you want to say to the Board and what action you want the Board to take:

Review and adoption of annual Fair Housing Proclamation and Resolution which recognizes April as Fair Housing month in Apache County.

//BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda. Board Clerk's Initials MB

FAIR HOUSING PROCLAMATION

WHEREAS, The National Fair Housing Law of 1986, as amended by the Fair Housing Amendments Act of 1988 prohibits discrimination in housing and declares it a national policy to provide within constitutional limits, for fair housing in the United States; and

WHEREAS, the principle of Fair Housing is not only national law and national policy but a fundamental human concept and entitlement for all Americans; and

WHEREAS, April has traditionally been designated as Fair Housing Month in the United States;

NOW, THEREFORE, I Joe Shirley, Jr., Chairman of the Board of Apache County, do proclaim April as Fair Housing Month in Apache County and do hereby urge all citizens of this community to comply with the letter and spirit of the Fair Housing Law.

Signature

Title

Signed this _____ day of _____, _____

FAIR HOUSING RESOLUTION

A RESOLUTION OF THE BOARD OF SUPERVISORS OF APACHE COUNTY ADOPTING A FAIR HOUSING POLICY, MAKING KNOWN ITS COMMITMENT TO THE PRINCIPLE OF FAIR HOUSING, AND DESCRIBING ACTIONS IT SHALL UNDERTAKE TO AFFIRMATIVELY FURTHER FAIR HOUSING.

WHEREAS, the Housing and Community Development Act of 1974 as amended requires that all applicants for Community Development Block Grant funds certify that they shall affirmatively further fair housing; and

WHEREAS, the Civil Rights Act of 1968 (commonly known as the Federal Fair Housing Act) and the Fair Housing Amendments Act of 1988 declare a national policy to prohibit discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services, on the basis of race, color, religion, sex, disability, familial status or national origin; and

WHEREAS, fairness is the foundation of the American system and reflects traditional American values; and

WHEREAS, discriminatory housing practices undermine the strength and vitality of America and its people;

NOW, THEREFORE, BE IT RESOLVED THAT the Apache County Board of Supervisors hereby wish all persons living, working, doing business in or traveling through this (*city/town/county*) to know that:

discrimination in the sale, rental, leasing and financing of housing or land to be used for construction of housing, or in the provision of brokerage services on the basis of race, color, religion, sex, handicap, familial status or national origin is prohibited by Title VIII of the Fair Housing Act Amendments of 1988; and that it is the policy of Apache County to implement programs, within the constraints of its resources, to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap, familial status or national origin; and

within available resources Apache County will assist all persons who feel they have been discriminated against in housing issues on the basis of race, color, religion, sex, handicap familial status or national origin to seek equity under existing federal and state laws to file a complaint with the Arizona Attorney General's Office or the U.S. Department of Housing and Urban Development; and

that Apache County shall publicize this Resolution and thereby encourage owners of rental properties, developers, builders and others involved with housing to become aware of their respective responsibilities and rights under the Fair Housing Amendments Act of 1988 and any applicable state or local laws or ordinances; and that Apache County shall undertake the following actions to additionally "affirmatively further fair housing:"

Post this Resolution in County Buildings.

Make fair housing and housing discrimination information available to the citizens of Apache County.

PASSED AND ADOPTED BY THE APACHE COUNTY BOARD OF SUPERVISORS ON THIS ____ DAY OF APRIL 2017.

Chair of the Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

County Clerk

County Attorney

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Malena Bazarro, Grant Manager

Date/Signature:

4/12/17 Per Daw

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and possible approval for Apache County to act as the fiscal agent for the White Mountain Regional Medical Center, application for the Ft. McDowell Proposition 202 Grant.

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review:

Signature

Finance Review:

Signature

Human Resources Review:

Signature

Other Review:

Signature

Reviews completed, item approved for Agenda.

Board Clerk's Initials

Daw

Chris Chiesl

Subject: RE: Ft. McDowell Prop 202 - BOS Agenda

From: Chris Chiesl [mailto:cchiesl@springervilleaz.gov]

Sent: Tuesday, April 11, 2017 1:01 PM

To: 'Doyel Shamley'

Cc: 'Nedrow, Mary E - Eagar, AZ'; 'Jennifer Smale'

Subject: Ft. McDowell Prop 202 - BOS Agenda

WRRMC is asking the County be in partnership with them in submitting a grant to Ft. McDowell Prop 202 funds. This would require the County to:

- 1) submit a 2 page letter to Ft. McDowell noting the following:
 - The County would act as the fiscal agent for a grant to Ft. McDowell Prop 202 funds for \$300K (this would include equipment for their OR/ER as well as County Indirect Costs)
 - The County will agree to pass a resolution for the same
 - The County will agree to create an IGA with the WRRMC for this funding (over a period of 1-3 years – TBD)
 - A short description of the project to be funded
 - A statement how this will impact the County as a whole (updated equipment for WRRMC in a critical area or OR/ER)
 - Contact information as to grant management
- 2) Attachments: Budget & /cost Estimates for equipment

I have attached these for general reference for the BOS meeting on the 18th.

If you have any questions or need this info in a different format for easier processing for the BOS meeting, let me know – (you can also reach me on my cell at 928/205-9821)

Chris Chiesl

Community Development Director

Planning/Zoning Administrator

418 E Main

Springerville, AZ 85938

928/333-2656 x 227

GRANT APPLICATION INFORMATION

Fort McDowell Yavapai Nation

=

Application information can be found at <http://www.fmyv.org/wp-content/uploads/2017-Prop-202-Application.pdf>

2017 City of Mesa process and timeline

Based on the existing FMYN May 1st application deadline, the following process and timeline will apply for City of Mesa resolutions of support.

March 14, 2017 - Deadline for hard copy Resolution of Support Requests to City of Mesa Mayor and email copy to Grants Coordinator (See below for details on required information.)

April 17, 2017 - Resolutions of support on City Council Agenda

April 24, 2017 - Copies of Executed City Council Resolutions emailed to Agencies

May 1, 2017 - Applications due to Fort McDowell Yavapai Nation

Resolution of Support Required Format and Information

A hard copy request for City of Mesa Resolution of Support on agency letterhead must be mailed to City of Mesa Mayor John Giles, 20 E Main Street, PO Box 1466, Mesa AZ 85211-1466

A copy must also be emailed to Sharon.skinner@mesaaz.gov

Your request for a resolution of support must be made in letter format on agency letterhead and must include the following information:

1. The name of the program/project your agency/department will fund with the grant
2. The amount of funding requested from FMYN
3. A short description of the program/project for which you are requesting funding
4. A brief paragraph describing how this program/project will impact Mesa community and the projected number or percentage of Mesa residents to be served.
5. Your complete contact information including phone, email and mailing address with a designated point of contact
- 6.
7. **Fort McDowell Yavapai Nation**
8. **2017 Arizona Benefits Fund Grant Application**
9. **Background**
10. The Fort McDowell Yavapai Nation continues to stand as a leader in giving back to Arizona communities since the establishment of its casino in the early 1990s. This willingness to

share with neighbors is a central facet of Yavapai culture and is reflected in Fort McDowell's current motto, "*Never give up; always give back.*"

11. Over the years, Fort McDowell has shared its prosperity with several organizations that serve the public, stimulate economic and community development, and promote education. Recipients include local and national non-profits, Maricopa County, school districts, tourism programs, and public safety departments (e.g., law enforcement and fire).
12. The Arizona Tribal-State Gaming Compact calls for tribes to contribute up to 8 percent of gaming revenues to education, health care, tourism, economic development and wildlife programs. Further, tribes may donate 12 percent of their total annual contribution to Arizona cities, towns and counties for the provision of government services that benefit the public.
13. Fort McDowell is currently looking to award grants for programs and projects that focus on education, public safety, health, environment, and economic and community development. As such, Fort McDowell invites eligible cities, towns and counties to apply for a 2017 Arizona Benefits Funds Grant as part of its ongoing commitment to giving back.
14. **Eligibility**
15. Eligible recipients for 2017 Arizona Benefits Fund Grants are limited to cities, towns and counties located within the State of Arizona, and organizations that partner with qualified cities, towns and counties to provide government services for the benefit of the public. Fort McDowell's policy is to generally focus on nearby municipalities and local organizations; however, all will be considered and are encouraged to apply.
16. Fort McDowell *will not* award 2017 Arizona Benefits Fund Grants for the following: state agencies or departments, municipalities outside of Arizona, other gaming tribes, individuals, sponsorships, religious activities, indirect or administrative costs, and programs or projects that solely benefit the Fort McDowell Yavapai Nation.
17. **Grant Application**
18. Applicants must submit a letter that includes the following information:
19. Applicant Info.: Name and contact information for government entity/organization applying for grant funds.

20. Primary Contact: Name, address, e-mail and telephone numbers for the primary point of contact.
21. Narrative: A narrative of no more than two (2) pages describing the following:
22. 1. The proposed program or project, and whether it is a new or continuing project;
23. 2. The purpose of the program or project and how it meets one or more of Fort McDowell's funding priorities (i.e., education, public safety, health, environment, and economic and community development);
24. 3. The need that the program or project aims to fulfill, the population targeted, and the estimated number of people who will be served by the grant;
25. 4. The partners in the program or project, and other entities providing funding and support (please indicate whether the organization will be submitting applications to any other tribes); and
26. 5. The timetable for implementation of the program or project.
- 27.
28. Signatures: Signatures of the relevant representatives of the city, town or county. Applications without signatures will be considered incomplete.
29. Attachments: Attach a detailed budget for the program or project, a statement addressing the need for long-term funding (if applicable), and any other relevant attachments that will give the Grant Committee a fuller understanding of the program or project. The budget is required; however, other attachments are optional.
30. **Important Dates**
31. February 17, 2017: Grant applications made available to the public.
32. May 1, 2017: All completed grant applications must be hand-delivered, received by mail, or submitted electronically in PDF format no later than 5:00 p.m. Late submissions will not be considered.
33. August 25, 2017: Notification sent to the awardees. Additional instructions will be sent at this time.
34. **Contact and Submission Information**
35. All inquiries must be directed to Selena Castaneda, Fort McDowell Yavapai Nation Tribal Council Secretary at (480) 789-7111 or Prop202@ftmcdowell.org.
36. If submitting an application electronically, please send the file in PDF format only to Prop202@ftmcdowell.org. Please include "Prop 202 Grant Application" in the subject line.

37. If submitting an application via mail, please send it to the following address:
38. Mrs. Selena Castaneda
39. Tribal Secretary
40. Fort McDowell Yavapai Nation Tribal Council
41. P.O. Box 17779
42. Fountain Hills, AZ 85269
43. Attn.: Prop 202 Grant Application
44. If hand-delivering an application, please mark it as "Prop 202 Grant Application" and deliver it to:
 45. Tribal Secretary's Office
 46. 17661 East Yavapai Road
 47. Fort McDowell, AZ 85269
48. **Further Information**
49. For further information about Fort McDowell's application process, please visit our website at www.fmyn.org.
50. For further information about the Arizona Tribal-State Gaming Compacts, please visit the Arizona Department of Gaming website at <https://gaming.az.gov/>.

Fort McDowell Yavapai Nation 2017 Arizona Benefits Fund Grant Application

Background

The Fort McDowell Yavapai Nation continues to stand as a leader in giving back to Arizona communities since the establishment of its casino in the early 1990s. This willingness to share with neighbors is a central facet of Yavapai culture and is reflected in Fort McDowell's current motto, "*Never give up; always give back.*"

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Eligibility

Eligible recipients for 2017 Arizona Benefits Fund Grants are limited to cities, towns and counties located within the State of Arizona, and organizations that partner with qualified cities, towns and counties to provide government services for the benefit of the public. Fort McDowell's policy is to generally focus on nearby municipalities and local organizations; however, all will be considered and are encouraged to apply.

Fort McDowell will not award 2017 Arizona Benefits Fund Grants for the following: state agencies or departments, municipalities outside of Arizona, other gaming tribes, individuals, sponsorships, religious activities, indirect or administrative costs, and programs or projects that solely benefit the Fort McDowell Yavapai Nation.

Grant Application

Applicants must submit a letter that includes the following information:

Applicant Info.: Name and contact information for government entity/organization applying for grant funds.

Primary Contact: Name, address, e-mail and telephone numbers for the primary point of contact.

Narrative: A narrative of no more than two (2) pages describing the following:

1. The proposed program or project, and whether it is a new or continuing project;
2. The purpose of the program or project and how it meets one or more of Fort McDowell's funding priorities (i.e., education, public safety, health, environment, and economic and community development);
3. The need that the program or project aims to fulfill, the population targeted, and the estimated number of people who will be served by the grant;
4. The partners in the program or project, and other entities providing funding and support (please indicate whether the organization will be submitting applications to any other tribes); and
5. The timetable for implementation of the program or project.

Signatures: Signatures of the relevant representatives of the city, town or county. Applications without signatures will be considered incomplete.

Attachments: Attach a detailed budget for the program or project, a statement addressing the need for long-term funding (if applicable), and any other relevant attachments that will give the Grant Committee a fuller understanding of the program or project. The budget is required; however, other attachments are optional.

Important Dates

February 17, 2017: Grant applications made available to the public.

May 1, 2017: All completed grant applications must be hand-delivered, received by mail, or submitted electronically in PDF format no later than 5:00 p.m. Late submissions will not be considered.

August 25, 2017: Notification sent to the awardees. Additional instructions will be sent at this time.

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Further Information

For further information about Fort McDowell's application process, please visit our website at www.fmyn.org.

For further information about the Arizona Tribal-State Gaming Compacts, please visit the Arizona Department of Gaming website at <https://gaming.az.gov/>.

FUNDING REQUEST FROM
WMRMC

WHITE MOUNTAIN REGIONAL MEDICAL CENTER TOWN OF SPRINGERVILLE NARRATIVE

1. HISTORY

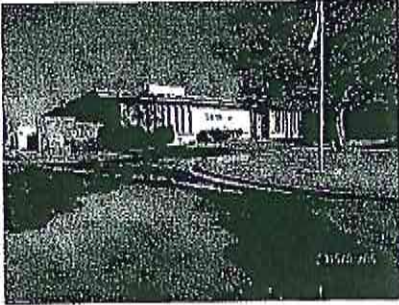
The White Mountain Regional Medical Center is a large employer in the Springerville area. After government and power plants, we employ about 200 in the area.

The first hospital building was a one-story rock building located on land donated by the Town of Springerville. It was a fifteen-bed hospital facility. Between 1959 and 1965 the citizens of southern Apache County, together with those in Catron County, New Mexico, launched an effort to raise funds for the construction of a more modern facility. This culminated in 1965 with the construction of the current hospital facility at a cost of \$531,000. Half of this amount was purely donation and was matched by Federal Hill-Burton funds. At this time the White Mountain Communities Hospital bylaws were amended so that the corporation conducted business through a Board of Directors, each member representing a community within the service area. The Board entered a contractual relationship with Good Samaritan Hospital (later known as Samaritan Health System) in 1971 for management of the hospital facility. In 1982, the Board completed a \$1.5 million expansion of the hospital. Samaritan opened a long-term care facility adjoining the hospital in 1987.

In early 1995, Samaritan elected to end its relationship with the hospital facility, citing operating losses as the reason. This action created a crisis that seemed certain to lead to the closure of the hospital and the termination of many vital medical services. The citizens within the service area responded by mounting a "SOS" (Save Our Services) campaign. They held telethons, raffles, bake sales, and other activities to provide funds just to keep the hospital open on a month-to-month basis. Apache County and the Townships contributed, and local businesses collected donations in countertop glass jars. At the same time, a petition was circulated offering the creation of a special tax district to support medical services in the area. Action from the Arizona State Legislature allowed the proposition to be placed on a ballot.

In July 1995, voters within the proposed tax district boundaries voted overwhelmingly to create the White Mountain Communities Special Health Care District. The District uses a small secondary property tax to help fund services for the Medical Center, Emergency Medical Services and primary care services.

In August of 1997, the Board of Directors voted to change the facility's name to White Mountain Regional Medical Center. In August 2000, the Care Center (long-term care facility) was closed. White Mountain Regional Medical Center now has a swing bed program for long term care, up to 100 days for Medicare patients.



MISSION

White Mountain Regional Medical Center will provide caring services and operate on a financially sound basis to ensure its continuing ability to meet the needs of patients and the communities it serves.

The Board of Directors and leadership of White Mountain Regional Medical Center recognize the importance of healthcare as a service essential for the well-being of people in the region and as an important part of the community's economy.

As a community organization the facility plays a vital role in providing services essential to the quality of life for people in Apache County, Arizona and Catron County, New Mexico.

The organization is also a significant employer providing approximately one hundred jobs which support directly and indirectly approximately four hundred people and has a value to the community of about three million dollars annually.

GOALS

We are committed to providing excellent, local care and service. We are leaders in rural community healthcare, with community needs in mind.

We strive to care for you with compassion, dignity and respect. It is my personal hope that your experience at White Mountain Regional Medical Center brings you back.

At White Mountain Regional Medical Center, we are committed to providing the highest quality of care to patients and their families. As part of that commitment we fully support making information about our quality transparent to you, the consumer. We believe consumers who are knowledgeable about their own health, and the choices available to them, benefit from researching their options. We are dedicated to providing those choices to you.

2. GOALS OF THE PROJECT FOR THIS APPLICATION

The operating room and med surg areas demands rigorous standards of quality and performance in surgical equipment. This equipment will allow us to provide additional quality care for those who are in need in our growing rural area.

3 . PRIORITY FUNDING AREAS FOR PROJECT

Health Care: The OR/Med Surg Equipment will improve the overall health care for the community

4. NEEDS/PROBLEMS/TARGET POPULATION

The life cycle of a health technology (medical devices) consists of three main phases - provision, acquisition and utilization. Procurement is one of the key steps in the acquisition phase. As such it plays an important role in ensuring that the right health sector goods (equipment, supplies, etc.) are available, in the appropriate places and in the required quantities.

Medical supplies and equipment account for a high proportion of health care costs. Health services in rural areas need to choose appropriate supplies, equipment and drugs, in order to meet priority health needs and to avoid wasting limited resources. Making sure that health facilities have adequate supplies and equipment is also essential if people are to have confidence in health services and health workers. Target Population: Apache County represent a unique part of rural Arizona that faces specific challenges relative to health care. Our highest priority is quality of care. There are 17 small communities in this rural region of the State. The largest populated areas include Show Low, Snowflake/Taylor region and in Apache County, Springerville/Eagar, St. Johns, Concho, Greer, Alpine, Nutrioso, White Mountain Apache Tribe and the southern portion of the Navajo nation. The population in Apache County is spread out over a large geographic area.

Our Primary health care facility provides community care, supporting and supervising community-based health workers (community health workers, traditional birth attendants and traditional healers), and home-care programs for people with chronic or terminal illness and disabled people.

Selecting medical supplies and equipment is not easy because of the wide range of products available. We believe that the enclosed request for equipment will best serve the needs of the community at this time.

We have carefully assessed our current needs in plans to purchase these supplies or equipment. In determining these needs, we have consider the following issues:

- Public health
- Technical
- Economic
- Clinical

There may be public health or epidemiological reasons for needing the supplies or equipment. For example, we may need these items to help prevent, diagnose or treat a new health problem or to improve existing services to patients.

Quality - Supplies and equipment must be of sufficiently high quality in terms of:

- Performance
- Safety
- Materials and design

All medical supplies and equipment should meet international, regional or national safety and performance standards. The most important standards include:

- IEC – which are international standards for the electrical safety of electrical and electromechanical equipment. IEC 601 is the international standard specifically for electrical and mechanically safe medical equipment for use by staff and with patients.
- ISO – which are international standards for quality management and systems. ISO 9000–9004 is a series of standards covering the quality of manufacturing processes, design and development, construction, installation and service. ISO standards do not currently exist for all medical supplies and equipment.

5. **New or Continuing Program**

This equipment will enhance the WMRMC existing program in Med Surg and the OR/

6. **Provide Timeline**

This equipment will be put into use upon arrival. All hospital staff that will be using this equipment are already fully trained.

7. **Partners in this request**

Apache County will partner with White Mountain Regional Medical Center in Springerville. Apache County will be the fiscal agent and pass thru funds to WMRMC.

8. **Partial Funding**

If we receive partial funding for this request, we will coordinate with the hospital to choose which purchase will optimize the services that we can provide to the community

9. **Project Sustainability**

As this request is for equipment, any future needs will be for maintenance, which the hospital can supply.

10. **Document Progress and Results**

The Hospital Staff will document how this equipment will further enhance the efficiency of the med surgery and Operating Room.

11. **Share Revenue**

We are not seeking any other outside funding at this time for this equipment.

Project Budget

Budget Period: November 1, 2017 – October 31, 2018

Proposed Budget Expense (list each budget item)	Amount requested from GRIC	Amount requested or secured from other funders	In Kind contributions	Total Budget
1. Sterilizer - Getinge	\$40,410.00	\$0	\$0	\$40,410.00
2. Stretcher – Hill room	\$ 3,700.00	\$0	\$0	\$3,700.00
3. Surgical Table-Future Health Concepts	\$ 2,735.00	\$0	\$0	\$2,735.00
4. Crash Cart-Medline Industries	\$ 1,425.00	\$0	\$0	\$1,425.00 °
5. Pediatric Scope - Olympus	\$37,250.00	\$0	\$0	\$37,250.00
6. Patient Roller-Future Health Concepts	\$ 195.00	\$0	\$0	\$195.00
7. Adult GI Scope-Olympus	\$36,580.00	\$0	\$0	\$36,580.00
8. Pyxis Anesthesia System-Care Fusion	\$38,800.00	\$0	\$0	\$38,800.00
9. Lift Chair Recliner-Direct Supply	\$ 4,023	\$0	\$0	\$4,023
10. Bariatric Commode-Medline	\$ 150.00	\$0	\$0	\$150.00
11. Bariatric Bed	\$ 21,885.00	\$0	\$0	\$21,885.00
12. Click here to enter text.	Click here to enter text.	\$0	\$0	Click here to enter text.
13. 2/IV Poles	\$ 450.00	\$0	\$0	\$450.00
14. Click here to enter text.	\$ 65.00	\$0	\$0	\$65.00
15. Central Surveillance Station	\$102,332	\$0	\$0	\$102,332
16. Click here to enter text.	\$0	\$0	\$0	\$0
17. Click here to enter text.	\$0	\$0	\$0	\$0
Total Budget	\$290,000	\$0	\$0	\$290,000

Project Budget Detail

Please provide a narrative description for each of the project budget items.

1. Model 533HC-E microcomputer controlled steam sterilizer. 8.4 inch Avanti touch panel control Interface with 24 selectable pre-programmed cycles. NetCOM enabled Ethernet connection for remote processing monitoring, thermal printer that documents cycle performance; install 500 H/C/LS and remove existing
2. Hill ROM Stretcher – 700 lb weight capacity, full perimeter bumping, 5/8" standard IV Pole sockets, six transport strap locations, large storage area, pneumatic head section, 8" tence carpet casters
3. FHC FACC326 Carbon Fiber Hourglass Arm & Hand Surgery Table with Double Tee Foot. Posi Lock Clamp , molded armrests, FHC patient roller 30L x 15W
4. Crash Cart: C630B1R: LSKSC630B1R Cart, Steel, 6 drawer, 46.25"H Dual wall steel construction; PEP-B LKSPEPB Kit, Accessory Crash Cart
5. CFP H180AL Evis Exera II Ultra Thin Colo – Pediatric Scope - OLYMPUS
6. PATIENT ROLLER: 25" x 15" FACC0123 – FHC/30" x 15" FACC0125-FHC
7. Olympus GI Scope: CFH-180AL EVIS EXERA 1.1 HD Colon Scope
8. Pyxis Anesthesia System: Care Fusion – The Pyxzix Anesthesia system automates medication management in OR and procedural areas. This comprehensive automated solution maximizes security and capacity with an advanced biometric access system and a variety of drawer types - enhancing medication safety a barcode scanner supports best practice barcode based system replenishment.
9. 4/Comforter Medium Lift Chair, Grade V Fabrck
10. Medline Commode -
11. Bariatric Bed – Hill Rom: Point of Care Siderall controls, color touch screen graphic caregiver Interface, head of bed alarm, head and trendelenburg angle indicators, bed exit, battery backup, radiolucent sleep deck, flexafoot mechanism
12. n/a
13. 2/IV Poles: MDS80494
14. N/A

15. Spacelab central monitoring system – 12 patients: Central Surveillance station viewing 12 patient sectors. (4) MX400 monitors on wall mounts in each ED exam room with (2) ETCO2 sleds to share between monitors. Each MX400 monitor includes Phillips Fast SpO2, 5-lead, and IBP/T. The 12 sectors on the Central Station will allow for room for growth regarding the hadditional (2) transport

16. Click here to enter text.

17. Click here to enter text.

Other explanation: Click here to enter text.

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Apache County Sheriff's Office

Date/Signature: Brian Sage 3-20-17

Describe in detail what you want to say to the Board and what action you want the Board to take:

Request approval to re-instate the Apache County Sheriff's Office Reserve Program, which requires the Board authorize the payment of \$1,955.52 per year in workman's compensation insurance or \$488.88 per quarter from the general fund.

BOS Meeting Date Requested ~~4-4-2019~~ 4-4-17

PRE-AGENDA ITEM REVIEW

Review Routing / /Legal / /Finance / /Purchasing / /Human Resource / /Other: _____

Legal Review: _____

Signature: [Signature]

Finance Review: _____

Signature: _____

Human Resources Review: _____

Signature: _____

Other Review: _____

Signature: _____

Reviews completed, item approved for Agenda.

Supervisor/Board Clerk's Initials [Signature]

Lance Spivey

From: Joe Young
Sent: Thursday, March 16, 2017 10:38 AM
To: Lance Spivey
Subject: RE: Emailing - Reserve_Deputies (1).pdf

I am good with this document.

From: Lance Spivey [mailto:lsptivey@co.apache.az.us]
Sent: Thursday, March 16, 2017 10:34 AM
To: Joe Young
Subject: Emailing - Reserve_Deputies (1).pdf

Could you please review. We need to have an agenda item for Worker's Compensation for Reserves.

The Apache County Sheriff's Office and County will benefit from the implementation of the reserve deputy program in several different ways. Here are some of the ways that a reserve program will benefit the County:

1. Supplement staffing during major incidents and criminal investigations with certified volunteer peace officers
 - a. Reduces costs during large scale investigations which require follow up and crime scene preservation
 - b. Aid in emergencies by helping with security and mass evacuations
2. The reserve program will benefit the County in regular policing services by:
 - a. Augmenting personnel on patrol at various times, without the expending funds on salary and employee related expenses
 - b. Provides the Office with experts in various areas of policing to aid administration and other deputies with investigative follow up
 - c. Reduced costs associated with reserve positions compared to full-time positions
3. The costs associated with the reserve program are minimal:
 - a. Workman's comp is paid quarterly. The figure has been provided by the County Finance Department.
 - b. Uniform expenses, firearms, ammunition, training and compliance expenditures
 - c. Hiring expenditures; background investigation; polygraph; medical and psychological examination

Reserve Deputies

391.1 PURPOSE AND SCOPE

State

The Apache County Sheriff's Office Reserve Unit was established to supplement and assist certified sheriff's deputies in their duties. This unit provides professional, certified reserve deputies who can augment regular staffing levels.

Reserve deputies work part-time and shall hold certification by the Arizona Peace Officer Standards and Training Board (AZPOST) (AAC § R13-4-103).

391.2 SELECTION AND APPOINTMENT OF SHERIFF'S RESERVE DEPUTIES

State

The Apache County Sheriff's Office shall endeavor to recruit and appoint only those applicants who meet the high ethical, moral and professional standards set forth by this office.

391.2.1 PROCEDURE

Best Practice

All applicants shall be required to meet and pass the same pre-employment procedures as certified sheriff's deputies before appointment (AAC § R13-4-110).

Before appointment as a reserve deputy, an applicant must have completed, or be in the process of completing, a state-approved basic academy or extended basic academy unless granted a waiver pursuant to state law (AAC § R13-4-110(D)).

391.2.2 APPOINTMENT

Best Practice

Applicants who are selected for appointment as a reserve deputy shall, on the recommendation of the Sheriff, be sworn in by the Sheriff and take the Oath of Office as required for regular deputies. Members of the reserve unit serve at the Sheriff's discretion.

A reserve deputy may not perform any law enforcement function without completing the training required by AAC § R13-4-110, and without the AZPOST certification pursuant to AAC § R13-4-103.

391.2.3 COMPENSATION FOR RESERVE DEPUTIES

Discretionary

Compensation for reserve deputies is provided as follows:

- (a) All reserve deputy appointees are issued two sets of uniforms and all designated attire and safety equipment. All property issued to the reserve deputy shall be returned to the Office upon termination or resignation. Reserve deputies shall receive a yearly uniform allowance equal to that of regular deputies.

Apache County Sheriff's Office

Policy Manual

Reserve Deputies

- (b) The Office may provide hospital and medical assistance to a member of the reserve force who sustains injury in the course of performing official duties.

391.2.4 EMPLOYEES WORKING AS RESERVE DEPUTIES

Federal

Qualified employees of this office, when authorized, may also serve as reserve deputies. However, the Office shall not utilize the services of a reserve or volunteer in such a way that it would violate employment laws or labor agreements (e.g., a detention deputy working as a reserve deputy for reduced or no pay). Therefore, the Reserve Coordinator should consult with the Personnel Department prior to an employee serving in a reserve or volunteer capacity (29 CFR 553.30).

391.3 DUTIES OF RESERVE DEPUTIES

State

Reserve deputies assist regular deputies in the enforcement of laws and in maintaining peace and order within the community. Assignments of reserve deputies will usually be to augment the Patrol Division. Reserve deputies may be assigned to other areas within the Office as needed. Reserve deputies are required to work a minimum of 16 hours per month.

Reserve deputies may act only in a supplementary capacity to the regular force.

391.3.1 POLICY COMPLIANCE

Best Practice

Sheriff's reserve deputies shall be required to adhere to all Office policies and procedures. A copy of the policies and procedures will be made available to each reserve deputy upon appointment and he/she shall become thoroughly familiar with these policies.

Whenever a rule, regulation or guideline in this manual refers to a certified full-time deputy, it shall also apply to a certified reserve deputy, unless by its nature it is inapplicable.

391.3.2 RESERVE DEPUTY ASSIGNMENTS

Best Practice **MODIFIED**

All reserve deputies will be assigned to duties by the Investigative Services Division Commander or a designee.

391.3.3 RESERVE COORDINATOR

Best Practice **MODIFIED**

The Sheriff shall delegate the responsibility for administering the Reserve Deputy Program to the Investigative Services Division.

The Investigative Services Division shall have the responsibility of, but not be limited to:

- (a) Assigning reserve personnel.
- (b) Conducting reserve meetings.
- (c) Establishing and maintaining a reserve call-out roster.

Apache County Sheriff's Office

Policy Manual

Reserve Deputies

- (d) Maintaining and ensuring performance evaluations are completed.
- (e) Monitoring individual reserve deputy performance.
- (f) Monitoring the overall Reserve Program.
- (g) Maintaining liaison with other agency Reserve Coordinators.

391.4 FIELD TRAINING

Best Practice **MODIFIED**

All reserve deputies are required to complete the same field training program as a regular full-time deputy; unless waived by the Sheriff or his designee.

391.4.1 TRAINING OFFICERS

Best Practice

Deputies of this office who demonstrate a desire and ability to train reserve deputies, may train reserve deputies during Phase II, subject to Shift Supervisor approval.

391.4.2 PRIMARY TRAINING OFFICER

Best Practice

In completion of the required minimum training and licensing, reserve deputies may be assigned to a primary training officer. The primary training officer will be selected from members of the Field Training Officer (FTO) Committee. The reserve deputy will be assigned to work with his/her primary training officer during the first 160 hours of training. This time shall be known as the Primary Training Phase (Phase I).

391.4.3 FIELD TRAINING MANUAL

Best Practice

Each new reserve deputy will be issued a Field Training Manual at the beginning of his/her Primary Training Phase. This manual is an outline of the subject matter and/or skills necessary to properly function as a deputy with the Apache County Sheriff's Office. The reserve deputy shall become knowledgeable of the subject matter as outlined. He/she shall also become proficient with those skills as set forth in the manual.

391.4.4 COMPLETION OF THE PRIMARY TRAINING PHASE

Best Practice

At the completion of the Primary Training Phase, the primary training officer will meet with the Reserve Coordinator. The purpose of this meeting is to discuss the progress of the reserve deputy in training.

If the reserve deputy has progressed satisfactorily, he/she will then proceed to Phase II of the training. If he/she has not progressed satisfactorily, the Reserve Coordinator will determine the appropriate action to be taken.

391.4.5 SECONDARY TRAINING PHASE

Best Practice

Apache County Sheriff's Office

Policy Manual

Reserve Deputies

The Secondary Training Phase (Phase II) shall consist of 100 hours of additional on-duty training. The reserve deputy will no longer be required to ride with his/her primary training officer. The reserve deputy may now ride with any deputy designated by the Shift Supervisor.

During Phase II of training, as with Phase I, the reserve deputy's performance will be closely monitored. In addition, rapid progress should continue toward the completion of the deputy's Field Training Manual. At the completion of Phase II training, the reserve deputy will return to his/her primary training officer for Phase III of the training.

391.4.6 THIRD TRAINING PHASE

Best Practice

Phase III of training shall consist of 24 hours of additional on-duty training. For this phase, the reserve deputy will return to his/her original primary training officer. The training officer will evaluate the reserve deputy for suitability to graduate from the formal training program.

At the completion of Phase III training, the primary training officer will meet with the Reserve Coordinator. Based upon the reserve deputy's evaluations, plus input from the primary training officer, the Reserve Coordinator shall decide if the reserve deputy has satisfactorily completed his/her formal training. If the reserve deputy has progressed satisfactorily, he/she will then graduate from the formal training process. If his/her progress is not satisfactory, the Reserve Coordinator will decide upon the appropriate action to be taken.

391.4.7 COMPLETION OF THE FORMAL TRAINING PROCESS

Best Practice

When a reserve deputy has satisfactorily completed all three phases of formal training, he/she will have had a minimum of 284 hours of on-duty training. He/she will no longer be required to ride with a reserve training officer.

391.5 SUPERVISION

Best Practice

Reserve deputies perform some of the duties of a peace officer and shall be under the immediate supervision of a certified peace officer and may not be employed as a full-time deputy.

391.5.1 RESERVE DEPUTY MEETINGS

Best Practice

All reserve deputy meetings will be scheduled and conducted by the Reserve Coordinator. All reserve deputies are required to attend scheduled meetings. Any absences must be satisfactorily explained to the Reserve Coordinator.

391.5.2 IDENTIFICATION OF DEPUTIES

Best Practice

All reserve deputies will be issued a uniform badge and a Office identification card. The uniform badge shall be the same as that worn by a regular full-time deputy. The identification card will be the standard identification card.

Apache County Sheriff's Office

Policy Manual

Reserve Deputies

391.5.3 UNIFORM

Best Practice

Reserve deputies shall conform to all uniform regulation and appearance standards of this office.

391.5.4 INVESTIGATIONS AND COMPLAINTS

Best Practice **MODIFIED**

If a reserve deputy has a complaint made against him/her or becomes involved in an internal investigation, that complaint or internal investigation may be investigated by the Reserve Coordinator, at the discretion of the Investigative Services Division Commander in compliance with the Personnel Complaint Policy.

Reserve deputies are considered at-will employees. Any disciplinary action that may have to be administered to a reserve deputy shall be accomplished as outlined in the Policy Manual with the exception that the right to hearing is limited to the opportunity to clear his/her name.

391.5.5 RESERVE DEPUTY EVALUATIONS

Best Practice

While in training, reserve deputies will be continuously evaluated using standardized daily and weekly observation reports. The reserve will be considered a trainee until all of the training phases have been completed. Reserve deputies having completed their field training will be evaluated annually using performance dimensions applicable to the duties and authorities granted to that reserve deputy.

391.6 TRAINING REQUIREMENTS

State

Reserve deputies are required to meet the training requirements applicable to full-time certified deputies, pursuant to AAC § R13-4-110 and AAC § R13-4-111 as outlined in the Training Policy.

391.7 FIREARMS

State

Reserve deputies shall successfully complete both AZPOST firearms training, pursuant to AAC § R13-4-110(C), and Office-authorized training in the use of firearms. Their appointment must be approved by the County prior to being issued a Office firearm or otherwise acting as a deputy on behalf of the Apache County Sheriff's Office.

Reserve deputies will be issued a duty firearm as specified in the Firearms Policy. Any reserve deputy who is permitted to carry a firearm other than the assigned duty weapon or any optional firearm may do so only in compliance with the Firearms Policy.

391.7.1 CONCEALED FIREARMS

Best Practice

An instance may arise where a reserve deputy is assigned to a plainclothes detail for his/her assigned tour of duty. Under these circumstances, the reserve deputy may be permitted to carry

Apache County Sheriff's Office

Policy Manual

Reserve Deputies

a weapon more suited to the assignment with the knowledge and approval of the supervisor in charge of the detail.

Any reserve deputy who is permitted to carry a firearm other than the assigned duty weapon may do so only after verifying that the weapon conforms to Office standards. The weapon must be registered by the reserve deputy and be inspected and certified as fit for service by a Office Armorer.

Before being allowed to carry any optional firearm during an assigned tour of duty, the reserve deputy shall have demonstrated his/her proficiency with said weapon.

391.7.2 RESERVE DEPUTY FIREARM TRAINING

Best Practice

Reserve deputies are required to maintain proficiency with firearms used in the course of their assignments pursuant to AAC § R13-4-111(C). Reserve deputies shall comply with all areas of the firearms training section of the Policy Manual, with the following exceptions:

- (a) Reserve deputies are required to qualify at least every other month.
- (b) Reserve deputies may fire at the Office-approved range once each month and more often with the approval of the Reserve Coordinator.
- (c) Should a reserve deputy fail to qualify, that reserve deputy shall not be allowed to carry a firearm until he/she has reestablished his/her proficiency.

391.8 EMERGENCY CALL-OUT FOR RESERVE PERSONNEL

Best Practice

The Reserve Coordinator shall develop a plan outlining an emergency call-out procedure for reserve personnel.

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Sheriff's Office

Date/Signature: Beaman Egan 4-5-17

Describe in detail what you want to say to the Board and what action you want the Board to take:

Sheriff's Office requests authorization for Apache County to enter into a Cooperative Law Enforcement Agreement (17-LE-11030121-008) with the U.S. Forest Service in the amount \$5,000.00.

The agreement will allow a cooperative effort between Apache County and the Forest Service in connection with activities on NFS lands within Apache County and to provide for reimbursement to Apache County Sheriff's Office for uniformed deputies with marked vehicles to perform added coverage on NFS lands, and during busy summer weekends and holidays..

Benefits to the County:

1. Ensures additional coverage in the forest during busy summer weekends, holidays, and in campground areas.

2. Overtime for this coverage is funded by the NFS and not from County funds.

3. Maintains an established partnership which provides a cooperative working relationship between the National Forest Service and Apache County.

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Check if item does not require review _____

Finance Review: _____

Signature _____

Check if item does not require review _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials AW

Beth Bond

From: Diana Morgan on behalf of Delwin P. Wengert
Sent: Wednesday, April 12, 2017 7:34 AM
To: Beth Bond
Subject: FW: For your review: Apache County Forest Service Agreement

Diana Morgan
Administrative Coordinator
Records Manager
Apache County Manager
POB 428
St. Johns, AZ 85936

Ph: 928.337.7503
Fx: 928.337.2003

dmorgan@co.apache.az.us

This email and any reply may be subject to a public records request. Please keep this in mind.

From: Joe Young
Sent: Tuesday, April 11, 2017 5:45 PM
To: Brannon Eagar; Michael Whiting; Doyel Shamley; Delwin P. Wengert
Cc: Joseph Dedman Jr.
Subject: RE: For your review: Apache County Forest Service Agreement

As far as I know, it's ready to go. I had two issues, the Cooperator language issue and not including the conflict of interest termination provision. The language was changed, and there is a termination clause that meets the state statute, but since its slightly differently worded than our county policy it just needed to be brought to BoS' attention which has been done through the emails in the packet. However, there may be issues I am not aware of.

From: Brannon Eagar [<mailto:beagar@co.apache.az.us>]
Sent: Tuesday, April 11, 2017 5:32 PM
To: Michael B. Whiting; Joe Young; Doyel Shamley; Delwin P. Wengert
Cc: Joseph Dedman Jr.
Subject: FW: For your review: Apache County Forest Service Agreement

Gentlemen,

I need to know what the problem is now with the wording of the FS Agreement. The addressing of Apache County or Cooperator in the first paragraph is what was requested and is changed.

The termination language is at the top of page 7 section Q.

Can anyone please tell me where the problem lies now?

We have had to pull this from the agenda.

FS Agreement No. 17-LE-11030121-008

Cooperator Agreement No. _____

COOPERATIVE LAW ENFORCEMENT AGREEMENT
Between The
APACHE COUNTY
And The
USDA, FOREST SERVICE
APACHE-SITGREVES NATIONAL FORESTS

This COOPERATIVE LAW ENFORCEMENT AGREEMENT ('Agreement') is entered into by and between Apache County, hereinafter referred to as "Apache County or Cooperator," and the USDA, Forest Service, Apache-Sitgreaves National Forests, hereinafter referred to as the "U.S. Forest Service," under the provisions of the Cooperative Law Enforcement Act of August 10, 1971, Pub. L. 92-82, 16 U.S.C. 551a.

Background: The parties to this agreement recognize that public use of National Forest System lands (NFS lands) is usually located in areas that are remote or sparsely populated. The parties also recognize that the enforcement of State and local law is related to the administration and regulation of NFS lands and Apache County has/have a limited amount of financing to meet their responsibility of enforcing these laws.

Title: Apache County Cooperative Law Enforcement Agreement

I. PURPOSE:

The purpose of this agreement is to document a cooperative effort between the parties to enhance State and local law enforcement in connection with activities on NFS lands and provide for reimbursement to Apache County for the intensified portion of this effort.

In consideration of the above premises, the parties agree as follows:

II. THE COOPERATOR SHALL:

- A. Perform in accordance with the approved and hereby incorporated Annual Financial and Operating Plan (Annual Operating Plan) attached as Exhibit A. *See related Provision IV-E.*
- B. Ensure that the officers/agents of Apache County performing law enforcement activities under this agreement meet the same standards of training required of the officers/agents in their jurisdiction, or the State Peace Officers Standards of Training where they exist.
- C. Provide uniformed officers/agents with marked vehicles to perform all activities unless agreed to otherwise in the Annual Operating Plan.



- D. Advise the U.S. Forest Service Principal Contact, listed in Provision IV-B, of any suspected criminal activities in connection with activities on NFS lands.
- E. Upon the request of the U.S. Forest Service, dispatch additional deputies within manpower capabilities during extraordinary situations as described in Provision IV-J.
- F. Complete and furnish annually the U.S. Forest Service with Form FS-5300-5, Cooperative Law Enforcement Activity Report, identifying the number of crimes occurring on NFS lands. The report shall follow the FBI Uniform Crime Reporting groupings, Part I and Part II offenses. Offenses and arrest information shall be combined and reported for each crime. This report shall separate the crimes handled under this agreement from those handled during regular duties.
- G. Provide the U.S. Forest Service Principal Contact, listed in Provision IV-B, with case reports and timely information relating to incidents/crimes in connection with activities on NFS lands.
- H. Bill the U.S. Forest Service for Apache County's actual costs incurred to date, displayed by separate cost elements, excluding any previous U.S. Forest Service payment(s) made to the date of the invoice, not to exceed the cumulative funds obligated hereunder and as specified on the Annual Operating Plan. Billing frequency will be as specified in the Annual Operating Plan. *See related Provisions III-B, IV-I, and IV-P.*
- I. Give the U.S. Forest Service or Comptroller General, through any authorized representative, access to and the right to examine all records related to this agreement. As used in this provision, "records" include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form.
- J. Comply with all Federal statutes relating to nondiscrimination and all applicable requirements of all other Federal laws, Executive Orders, regulations, and policies. These include, but are not limited to Sections 119 and 504 of the Rehabilitation Act of 1973 as amended, which prohibits discrimination on the basis of race, color, religion, sex, age, national origin, marital status, familial status, sexual orientation, participation in any public assistance program, or disability.
- K. Maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or agreement term(s). For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.



III. THE U.S. FOREST SERVICE SHALL:

- A. Perform in accordance with the Annual Operating Plan attached as Exhibit A.
- B. Reimburse Apache County for actual expenses incurred, not to exceed the estimated amount shown in the Annual Operating Plan. The U.S. Forest Service will make payment for project costs upon receipt of an invoice. Each correct invoice shall display Apache County's actual expenditures to date of the invoice, displayed by separate cost elements as documented in the Annual Operating Plan, less any previous U.S. Forest Service payments. *See related Provisions II-H and IV-I.* The invoice should be forwarded as follows:

Submit original invoice(s) for payment to:

USDA, Forest Service
 Albuquerque Service Center
 Payments – Grants & Agreements

101B Sun Avenue NE
 Albuquerque, NM 87109
 FAX: (877) 687-4894
 E-Mail: asc_ga@fs.fed.us

Send copy to:

Aaron Dobson, Patrol Captain
 U.S. Forest Service
 Apache-Sitgreaves National
 Forests
 P.O. Box 640
 Springerville AZ 85938
 Phone: 928-333-6327
 E-Mail: adobson@fs.fed.us

IV. IT IS MUTUALLY UNDERSTOOD AND AGREED UPON BY AND BETWEEN THE PARTIES THAT:

- A. The parties will make themselves available, when necessary to provide for continuing consultation, exchange information, aid in training and mutual support, discuss the conditions covered by this agreement and agree to actions essential to fulfill its purposes.
- B. The principal contacts for this agreement are:

Principal Apache County Contacts:

Apache County Program Contact	Apache County Administrative Contact
Name: Joseph Dedman Jr., Sheriff Apache County Sheriff's Office Address: P.O. Box 518 City, State, Zip: St. Johns, AZ 85936 Telephone: 928-337-4321 FAX: 928-337-2709 Email: jdedman@apachecounty.net	Name: Beverly Parks Emergency Management Specialist Address: P.O. Box 518 City, State, Zip: St. Johns, AZ 85936 Telephone: 928-524-4321 FAX: 928-337-2709 Email: bparks@co.apache.az.us



Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Name: Aaron Dobson Patrol Captain Apache-Sitgreaves National Forests Address: P.O. Box 640 City, State, Zip: Springerville, AZ 85938 Telephone: 928-333-6327 FAX: 928-333-5966 Email: adobson@fs.fed.us	Name: Shanea Clawson Grants Management Specialist Apache-Sitgreaves National Forests Address: P.O. Box 640 City, State, Zip: Springerville, AZ 85938 Telephone: 928-333-6342 FAX: 928-333-5966 Email: shaneakclawson@fs.fed.us

- C. An Annual Operating Plan will be negotiated on a calendar year basis. At the end of the year, funds not spent may be carried forward to the next year, or de-obligated at the request of the U.S. Forest Service. Upon expiration of the Cooperative Law Enforcement Agreement, funds not spent will be de-obligated.
- D. This agreement has no effect upon Apache County's right to exercise civil and criminal jurisdiction on NFS lands nor does this agreement have any effect upon the responsibility of the U.S. Forest Service for the enforcement of federal laws and regulations relative to NFS lands.
- E. Any Annual Operating Plan added to this agreement will be jointly prepared and agreed to by the parties. The Annual Operating Plan shall at a minimum contain:
 - 1. Specific language stating that the Annual Operating Plan is being added to this agreement thereby subjecting it to the terms of this agreement.
 - 2. Specific beginning and ending dates.
 - 3. Bilateral execution prior to any purchase or the performance of any work for which reimbursement is to be made.
 - 4. Specify any training, equipment purchases, and enforcement activities to be provided and agreed rates for reimbursement including the maximum total amount(s) for reimbursement.
 - 5. An estimate of the useful life of any equipment purchased under this agreement as required by Provision IV-K.
 - 6. Billing frequency requirement(s). *See related Provisions II-H and III-B.*
 - 7. Designation of specific individuals and alternate(s) to make or receive requests for enforcement activities under this agreement.



8. A review and signature of a U.S. Forest Service Agreements Coordinator.
- F. Nothing in this agreement obligates either party to accept or offer any Annual Operating Plan under this agreement.
- G. The officers/agents of Apache County performing law enforcement activities under this agreement are, and shall remain, under the supervision, authority, and responsibility of Apache County. Law enforcement provided by Apache County and its employees shall not be considered as coming within the scope of federal employment and none of the benefits of federal employment shall be conferred under this agreement.
- H. Federal Communication Commission procedures will be followed when operating radio(s) on either party's frequency.
- I. Apache County's reimbursable expenses must be: listed in an approved Annual Operating Plan; expended in connection with activities on NFS lands; and expenses beyond those which are normally able to provide.
- J. During extraordinary situations such as, but not limited to: fire emergency, drug enforcement activities, or certain group gatherings, the U.S. Forest Service may request to provide additional special enforcement activities. The U.S. Forest Service will reimburse Apache County for only the additional activities requested and not for activities that are regularly performed by Apache County.
- K. Reimbursement may include the costs incurred by Apache County in equipping or training its officers/agents to perform the additional law enforcement activities authorized by this agreement. Unless specified otherwise in the Annual Operating Plan, reimbursement for equipment and training will be limited to a pro rata share based on the percentage of time an officer/agent spends or equipment is used under this agreement.

When reimbursement for items such as radios, radar equipment, and boats is being contemplated, reimbursement for leasing of such equipment should be considered. If the U.S. Forest Service's equipment purchases are approved in the Annual Operating Plan, an estimate of the useful life of such equipment shall be included. When purchased, equipment use rates shall include only operation and maintenance costs and will exclude depreciation and replacement costs. Whether Apache County is/are reimbursed for lease/purchase costs, or the U.S. Forest Service purchases and transfers the equipment, the total cost for the equipment cannot exceed the major portion of the total cost of the Annual Operating Plan unless approved by all parties in the agreement and shown in the Annual Operating Plan.

When the U.S. Forest Service provides equipment, the transfer shall be documented on an approved property transfer form (AD-107) or equivalent. Title shall remain with the U.S. Forest Service, however; Apache County shall ensure adequate safeguards and controls exist to protect loss or theft. Apache County shall be financially responsible for any loss



at original acquisition cost less depreciation at the termination of the agreement. Apache County is/are responsible for all operating and maintenance costs for equipment that the U.S. Forest Service has reimbursed Apache County for and/or transferred to Apache County under the AD-107 process or equivalent.

- L. Equipment and supplies approved for purchase under this agreement are available only for use as authorized. The U.S. Forest Service reserves the right to transfer title to the U.S. Forest Service of equipment and supplies, with a current per-unit fair market value in excess of \$5,000.00, purchased by Apache County using any Federal funding. Upon expiration of this agreement Apache County shall forward an equipment and supply inventory to the U.S. Forest Service, listing all equipment purchased throughout the life of the project and unused supplies. The U.S. Forest Service will issue disposition instructions within 120 calendar days, in accordance with equipment regulations contained in 7 CFR 3016.32.
- M. When no equipment or supplies are approved for purchase under an Annual Operating Plan, U.S. Forest Service funding under this agreement is not available for reimbursement of Apache County's purchase of equipment or supplies.
- N. When State conservation agencies have the responsibility for public protection in addition to their normal enforcement responsibility, their public protection enforcement activities may be included in Annual Operating Plans and are then eligible for reimbursement. Reimbursement is not authorized to State Conservation Agencies for enforcement of fish and game laws in connection with activities on NFS lands.
- O. Pursuant to 31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B, any funds paid to Apache County in excess of the amount to which Apache County is/are finally determined to be entitled under the terms and conditions of the award constitute a debt to the federal Government. If not paid within a reasonable period after the demand for payment, the Federal awarding agency may reduce the debt by:
1. Making an administrative offset against other requests for reimbursements.
 2. Withholding advance payments otherwise due to Apache County.
 3. Taking other action permitted by statute.
- Except as otherwise provided by law, the Federal awarding agency shall charge interest on an overdue debt in accordance with 4 CFR, Chapter II "Federal Claims Collection Standards" and 31 U.S.C. Chapter 37.
- P. Modifications within the scope of the agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by both parties, prior to any changes being performed. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.



- Q. Either party, in writing, may terminate this agreement in whole, or in part, at any time before the date of expiration. Neither party shall incur any new obligations for the terminated portion of this agreement after the effective date and shall cancel as many obligations as is possible. Full credit shall be allowed for each party's expenses and all noncancelable obligations properly incurred up to the effective date of termination.
- R. **PROHIBITION AGAINST INTERNAL CONFIDENTIAL AGREEMENTS:** All non federal government entities working on this agreement will adhere to the below provisions found in the Consolidated Appropriations Act, 2016, Pub. L. 114-113, relating to reporting fraud, waste and abuse to authorities:
- (a) The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
 - (b) The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (a) of this award provision are no longer in effect.
 - (c) The prohibition in paragraph (a) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.
 - (d) If the Government determines that the recipient is not in compliance with this award provision, it:
 - (1) Will prohibit the recipient's use of funds under this award, in accordance with sections 743, 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; and
 - (2) May pursue other remedies available for the recipient's material failure to comply with award terms and conditions.



- S. This agreement in no way restricts the U.S. Forest Service or Apache County from participating in similar activities with other public or private agencies, organizations, and individuals.
- T. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
- U. Any information furnished to the U.S. Forest Service under this agreement is subject to the Freedom of Information Act (5 U.S.C. 552).
- V. This agreement is executed as of the date of the last signature and, unless sooner terminated, shall be effective for a period of five years through December 31, 2021.
- W. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.

JOSEPH DEDMAN JR., Sheriff
Apache County Sheriff's Office

Date

M. STEPHEN BEST, Forest Supervisor
U.S. Forest Service
Apache-Sitgreaves National Forests

Date

JOE SHIRLEY JR., Chairman
Apache County Board of Supervisors

Date

MICHAEL F. GARDINER JR.
Special Agent in Charge, Southwestern Region

Date



USDA, Forest Service

OMB 0596-0217
FS-1500-8

ATTEST:

CLERK

Date

APPROVED AS TO FORM:

COUNTY ATTORNEY

Date



The authority and format of this agreement have been reviewed and approved for signature. *19-LE-11030121-008*

Monica L. Martinez
MONICA L MARTINEZ

3/27/19

Date

U.S. Forest Service Grants Management Specialist

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender.



FS Agreement No. 17-LE-11030121-008
Cooperator Agreement No. _____

EXHIBIT A

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &
FINANCIAL PLAN
Between The
APACHE COUNTY
And the
USDA, FOREST SERVICE
APACHE-SITGREAVES NATIONAL FORESTS**

2017 ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Apache County, hereinafter referred to as "Apache County or Cooperator," and the USDA, Forest Service, Apache-Sitgreaves National Forests, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #17-LE-11030121-008 executed on . This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning April 1, 2017 and ending December 31, 2017.

Previous Year Carry-over: \$0
Current Fiscal Year Obligation: \$
FY2017 Total Annual Operating Plan: \$5,000.00

I. GENERAL:

- A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

Principle Apache County Contacts:

Apache County Program Contact	Apache County Administrative Contact
Joseph Dedman Jr., Sheriff Apache County Sheriff's Office PO Box 518 St. Johns, AZ 85936-0518 Phone: 928-337-4321 FAX: 928-337-2709 Email: jdedman@apachecounty.net	Beverly Parks Apache County Emergency Management PO Box 518 St. Johns, AZ 85936-0518 Phone: 928-337-4321 FAX: 928-337-2709 Email: bparks@co.apache.az.us



Principle U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Aaron Dobson Patrol Captain Apache-Sitgreaves National Forests PO Box 640 Springerville, AZ 85938-0640 Phone: 928-333-6327 FAX: 928-333-5966 Email: adobson@fs.fed.us	Shanea Clawson Grants Mgt. Specialist Apache-Sitgreaves National Forests P.O. Box 640 Springerville AZ 85938 Phone: 928-333-6342 FAX: 928-333-5966 Email: shaneakclawson@fs.fed.us

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

Mileage: \$0.55/mile patrolled

Per diem: Not applicable

Wages: Actual wages not to exceed \$34.00/hour plus actual fringe benefits for the individual officer not to exceed \$15/hour.

Actual rates charges under this agreement will be charged as per the rank of the individual Sheriff's Deputy involved in the specific actions.

II. PATROL ACTIVITIES:

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Apache County and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

1. Patrol on following U.S. Forest Service roads:

Patrol all areas of the **Alpine, Springerville, and Lakeside Ranger Districts** on NFS lands within Apache County, with primary emphasis on the Black River and Greer areas.

2. Patrol in the following campgrounds, developed sites, or dispersed areas:

Luna Lake, Alpine Divide, West Fork and East Fork of Black River, Big Lake, Winn, South Fork, Benny Creek, Hoyer, and Los Burros Campground; and Alpine, Springerville, and Lakeside Ranger Districts.

Patrol recreation areas and dispersed areas on weekends, with special emphasis on the Memorial Day, Independence Day and Labor Day holiday weekends, from the period of May 1 through September 30. Patrol emphasis should be from 1300 to 2200 hours.



Total reimbursement for this category shall not exceed the amount of: **\$5,000.00.**

III. SPECIAL ENFORCEMENT SITUATIONS:

A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.

B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the Apache County whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.

1. Drug Enforcement: This will be handled on a case by case basis. The request will normally come from the patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.
2. Fire Emergency: During emergency fire suppression and fire severity situations and upon request by the Forest Service pursuant to an incident resource order, the Apache County agrees to provide special services beyond those provided under Section II-A, within the Apache County's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Apache County will be compensated at the rate specified in Section I-B; the U.S. Forest Service will specify times and schedules. Upon concurrence of the local Patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Apache County personnel assigned to an incident where meals are provided will be entitled to such meals.

All requests to provide additional law enforcement support on National Forest System lands during extreme fire conditions will become effective and reimbursable only when the Forest Service specifically requests assistance through the Forest Dispatch or Expanded Dispatch Office, a Resource Order Number is provided, and the County Dispatch Office is notified of the request. Initial attack responses without a Resource Order by the Forest Service are not reimbursable.

Upon request and concurrence by the Apache County,

**The Apache County shall:**

- a. Provide to the Forest Service, fully equipped Sheriff's Deputies who meet the standards of training as listed in the Cooperative Law Enforcement Agreement, Provisions II-B, including appropriate vehicles(s), in numbers requested by the Forest Service to provide law enforcement for fire severity or fire suppression situations. These duties are above and beyond the customary duties that are routinely provided by the Apache County and will be covered under Special Enforcement Situations. The Sheriff's Deputies will continue to work under the direction of the Sheriff's Department. The Sheriff's Deputies will coordinate their patrol activities with the U.S. Forest Service Patrol Captain, or their designee, while assigned to each specific fire severity or fire suppression patrol area, and coordinate their activities with the Incident Commander while assigned to each specific wildland fire severity or fire suppression situation. All Deputies assigned to a wildland fire severity or fire suppression situation are required to follow Check-in and Demobilization procedures.
- b. Assign Sheriff's Deputies requested by the Forest Service for fire severity or fire suppression situation patrols and law enforcement.
- c. Furnish itemized statements of expenditures to the Forest Service for the fire severity or fire suppression situation services requested by the Forest Service, at the address below:

Aaron Dobson, Patrol Captain
Apache-Sitgreaves National Forests
PO Box 640
Springerville, AZ 85938
Email: adobson@fs.fed.us

The Patrol Captain will review and approve the invoice, and forward the invoice and support documentation to Incident Finance for payment.

Billing requests will include the following information:

- Apache County Name, address, phone number and agency financial contact
- Invoice or Bill number;
- Resource Order number(s);
- **Appropriate incident number** (State code or Forest Service P-code and override);
- Cooperative Law Enforcement Agreement number;
- Dates of the incident covered by the billing; and
- Location and jurisdictional unit of the incident.

Summary cost data for the amount being billed:



Use incident-generated cost reports generated by the Agency to support the billing whenever possible. Summary cost data may include, but not limited to, a list of personnel expenses including base, overtime and travel and a listing by vendor name and amount spent for supplies and services procured.

The Forest Service shall:

- a. Relay requests to the Apache County to provide fully equipped Sheriff's Deputies, including vehicles, through Forest Service Dispatch or Expanded Dispatch Office to the County Dispatch Office, including specific information on numbers of Deputies needed, tour, location, expected length of duty, authorization for overtime expenditures, and fire severity (S-code) or fire suppression (P-code) for billing. A resource order number **must** be issued by the Forest Service to support each request. The resource order number will be provided to the Apache County by the Forest Dispatcher.
 - b. Post each Deputy's time and vehicle mileage to a Fire Time Report (Optional Form 288) to provide documentation to support payment of each itemized statement of expenditures provided by the Apache County.
 - c. Reimburse the Apache County for requested fire severity or fire suppression special enforcement situation services that are provided and covered under this Section, at the prevailing rates as per Section I, Paragraph B above.
3. **Group Gatherings:** This includes but is not limited to situations which are normally unanticipated or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

This includes but is not limited to situations which are normally unanticipated or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

IV. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

- A. Billing shall be not less than **quarterly** and is on a reimbursable basis.
- B. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.



Category	Estimated Costs	Not to Exceed by %
Patrol Activities	\$5,000.00	100%
Training	\$0.00	N/A
Equipment	\$0.00	N/A
Special Enforcement Situations	\$0.00	N/A
Total	\$5,000.00	100%

C. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or de-obligated at the request of the U.S. Forest Service. See *Cooperative Law Enforcement Agreement Provision IV-D.*

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-6992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Finance Dept.

Date/Signature:  4/6/17

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and Possible ~~Approval~~ Approval to
convert Internal Auditor (Range 48) to a admin
coordinator (Range 38).
→ Currently vacant

BOS Meeting Date Requested _____

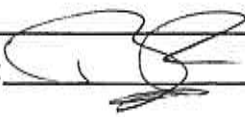
PRE-AGENDA ITEM REVIEW

Review Routing / /Legal / /Finance / /Purchasing / /Human Resource / /Other: _____

Legal Review: _____

Signature: _____

Finance Review: _____


Signature: 

Human Resources Review: will sign @ agenda review

Signature: _____

Other Review: _____

Signature: _____

Reviews completed, item approved for Agenda. Supervisor/Board Clerk's Initials 

Admin Coordinator Justification

1. Will manage Finance Department's calendar, meeting and schedule.
2. Will schedule all budget meeting and maintain the County's department submissions for final budget.
3. Will coordinate and complete the final budget paperwork being submitted to the Government Finance Officers Association.
4. Coordinate fiscal audit documentation for the Auditor General's Office.
5. Will research and gather all public record request within the Finance Department.
6. With Public Fiduciary tripling in size, will work closely with the Department and manage all financial information for each client.
7. Will provide support to our County Departments with monthly budget reports.

Financial Analysis:

Taking the position from a Range 48 to a Range 38 will save our Department \$9,078 once the position is filled.

**Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM**

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

CLERK OF THE COURT

Date/Signature: _____

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and possible approval of the following:

A) Convert the vacant Judicial Information System Manager position (range 28) to an Accounting Specialist III (range 28). This action will align the position with the actual duties.

B) Convert a Courtroom III position (range 29) to an Office Manager (range 32). This action will align the position with the actual duties.

BOS Meeting Date Requested April 18, 2017

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Check if item does not require review _____

Finance Review: _____

Signature _____

Check if item does not require review _____

Human Resources Review: _____

Signature _____

Check if item does not require review _____

Other Review: _____

Signature _____

Check if item does not require review _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials

HW

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

CLERK OF THE COURT

Date/Signature: 4.10.16 Annelle Houshee

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and possible approval to convert the vacant Judicial Information System Manager position (range 28) to an Accounting Specialist III (range28). This action will align the position with the actual duties.

BOS Meeting Date Requested April 18, 2017

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Check if item does not require review

Finance Review: _____

Signature [Signature]

Check if item does not require review

Human Resources Review: _____

Signature [Signature]

Check if item does not require review

Other Review: _____

Signature _____

Check if item does not require review

Reviews completed, item approved for Agenda. Board Clerk's Initials _____

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

CLERK OF THE COURT

Date/Signature: Annell Hounsteele 4.10.16

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and possible approval to convert a Courtroom Clerk III position (range 29) to an Office Manager (range 32). This action will align the position with the actual duties.

BOS Meeting Date Requested April 18, 2017

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Does not require legal review. X

Finance Review: _____

Signature _____

Does not require review.

Human Resources Review: _____

Signature MOZ

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials _____

**ANNELL HOUNSHELL**

Clerk of the Court

SUPERIOR COURT OF ARIZONA
APACHE COUNTY

To: Apache County Board of Supervisors

From: Annell R. Hounshell, Clerk of the Court *ARH*

Date: April 10, 2017

Re: Clerk of the Court agenda items. (4-18-2017)

Due to the recent retirement of Laurel Waite, a long time employee, I am requesting the following:

- Convert the position she held as the **Judicial Information System Manager** to an **Accounting Specialist III**. This action will align the position with the actual duties performed.
- Convert our **Courtroom III** to an **Office Manager** position. This action will align the position with the actual duties performed.

I have reached out to the HR Department and the County Manager, Delwin Wengert to assist my office with this reorganization. Due to the savings from Mrs. Waite's retirement, there will be zero net effect to our budget. I would appreciate your approval and support on these items.

Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

County Manager _____

Date/Signature: _____

4/10/17 *ABD*

Describe in detail what you want to say to the Board and what action you want the Board to take:

Following a possible executive session for legal advice pursuant to A.R.S. 38-431.03 (A)(3), possible discussion and/or action regarding the county limestone pit.

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials *MW*


**Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM**

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

County Manager _____

Date/Signature: _____

4/10/17 

Describe in detail what you want to say to the Board and what action you want the Board to take:

1. Notification of a meeting with Tucson Electric Power at 1:30 p.m. on April 19, 2017 at the County Supervisors Association (CSA) complex, 1905 W. Washington Street in Phoenix; Eastern Arizona Counties Organization meeting at 3:00 p.m. on April 19, 2017 at the (CSA) complex, 1905 W. Washington Street, in Phoenix; a meeting with CSA Executive Director, Craig Sullivan on April 19, 2017 at 4:40 p.m. at the CSA complex, 1905 W. Washington Street, in Phoenix; the Small Counties Forum meeting at 5:30 p.m. on April 19, 2017 at the CSA complex, 1905 W. Washington Street, in Phoenix; and on April 20, 2017, the County Supervisors Association meeting at the CSA complex, 1905 W. Washington street at 10:00 a.m. where two or more members of the Apache County Board of Supervisors may be in attendance.

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials



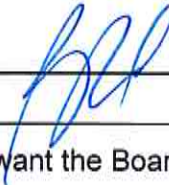
Apache County Board of Supervisors
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

County Manager _____

Date/Signature: _____

4/10/17 

Describe in detail what you want to say to the Board and what action you want the Board to take:

Call to the Public: Individuals may address the Board on any relevant issue for an amount of time determined by the Chairman. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter, or ask that a matter be placed on a future agenda.

BOS Meeting Date Requested 4/18/17

PRE-AGENDA ITEM REVIEW

Legal Review: _____

Signature _____

Finance Review: _____

Signature _____

Human Resources Review: _____

Signature _____

Other Review: _____

Signature _____

Reviews completed, item approved for Agenda.

Board Clerk's Initials

