

AGENDA

REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD,
ARIZONA, TO BE HELD APRIL 2, 2013, AT 6:00 PM., AT THE COUNCIL
CHAMBERS, 826 N. MAIN STREET, COTTONWOOD, ARIZONA.

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. BRIEF SUMMARY OF CURRENT EVENTS BY MAYOR, CITY COUNCIL AND/OR CITY MANAGER -- THE PUBLIC BODY DOES NOT PROPOSE, DISCUSS, DELIBERATE OR TAKE LEGAL ACTION ON ANY MATTER BROUGHT UP DURING THIS SUMMARY UNLESS THE SPECIFIC MATTER IS PROPERLY NOTICED FOR LEGAL ACTION.
- V. INTRODUCTION OF NEW EMPLOYEE--SANDRA JACOBS, ADMINISTRATIVE ASSISTANT FOR CITY HALL.
- VI. PROCLAMATIONS
PROCLAIMING APRIL 9, 2013, AS NATIONAL SERVICE RECOGNITION DAY.
CHILD ABUSE PREVENTION AWARENESS MONTH.
- VII. PRESENTATIONS
EMPLOYEE OF THE QUARTER - BRITNEY LAWLER, YOUTH COORDINATOR.
QUARTERLY SAFETY AWARD--JOE ODELL, FIREFIGHTER/MEDIC.
ROMANO SCATURRO WILL PRESENT INFORMATION REGARDING HIS FOUNDATION, "FAMILY RIDE ACROSS AMERICA TO NURTURE KIDS."
- VIII. CALL TO THE PUBLIC--This portion of the agenda is set aside for the public to address the Council regarding an item that is not listed on the agenda for discussion. However, the Council cannot engage in discussion regarding any item that is not officially listed on the agenda for discussion and/or action (A.R.S. §38-431.02.A.(H).) Comments are limited to a 5 minute time period.
- IX. APPROVAL OF MINUTES
Strategic Retreat of January 7, 2013
Regular Meeting of March 5, 2013

Comments regarding items listed on the agenda are limited to a 5 minute time period per speaker.

- X. UNFINISHED BUSINESS
- XI. CONSENT AGENDA--The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council Member or a citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
 - 1. [RIGHT OF WAY EASEMENT ENCROACHMENT PERMIT AND INDEMNIFICATION AGREEMENT WITH ARIZONA PUBLIC SERVICE FOR INSTALLATION OF THE QUAIL CANYON WATER LINE TO PROVIDE A SUPPLEMENTAL WATER SUPPLY TO VERDE VILLAGE UNITS 6 AND 7.](#)
- XII. NEW BUSINESS—The following items are for Council discussion, consideration, and possible legal action.
 - 1. [AWARD OF CONTRACT FOR MAINTENANCE AND REPAIR OF THE CITY'S EMERGENCY ELECTRICAL GENERATORS.](#)
 - 2. [RESOLUTION NUMBER 2692--APPOINTING A MEMBER TO THE PLANNING & ZONING COMMISSION.](#)
 - 3. [RESOLUTION NUMBER 2693--APPOINTING A MEMBER TO THE AIRPORT COMMISSION.](#)
 - 4. [REQUEST TO HIRE A NEW PART-TIME POSITION--RADIO AND TELECOMMUNICATIONS TECHNICIAN/ADVISOR.](#)
 - 5. [SPECIAL SERVICE AGREEMENT WITH 4-COYOTES PRODUCTIONS, L.L.C. FOR THE 2013 THUNDER VALLEY RALLY.](#)
- XIII. CLAIMS AND ADJUSTMENTS
- XIV. ADJOURNMENT

Pursuant to A.R.S. 38-431.03.(A) the Council may vote to go into executive session on any agenda item pursuant to A.R.S. 38-431.03.(A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body.

The Cottonwood Council Chambers is accessible to the disabled in accordance with Federal "504" and "ADA" laws. Those with needs for special typeface print or hearing devices may request these from the City Clerk (TDD 634-5526.) All requests must be made 24 hours prior to the meeting.

Members of the City Council will attend either in person or by telephone conference call.

Notice is hereby given that pursuant to A.R.S. 1-602.A.9 , subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the City Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.



PROCLAMATION

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to meet city needs; and

WHEREAS, AmeriCorps and Senior Corps address the most pressing challenges facing our cities and nation, from educating students for the jobs of the 21st century and supporting veterans and military families to preserving the environment and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, national service participants serve in more than 70,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve with, both through their direct service and by recruiting and managing millions of additional volunteers; and

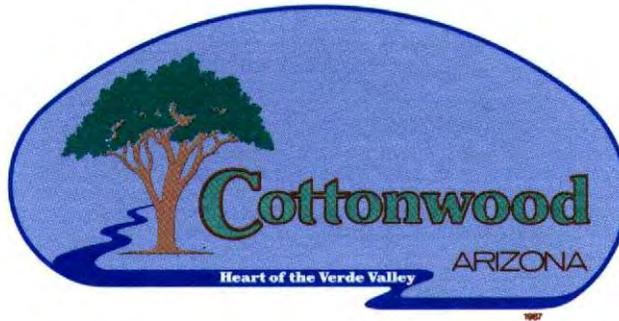
WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and,

WHEREAS, AmeriCorps members and Senior Corps volunteers demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with mayors nationwide to engage citizens, improve lives, and strengthen communities; and is joining with mayors across the country to support the Mayors Day of Recognition for National Service on April 9, 2013.

THEREFORE, BE IT RESOLVED that I, Diane Joens, Mayor of Cottonwood, do hereby proclaim April 9, 2013, as **National Service Recognition Day**, and encourage residents to recognize the positive impact of national service in our city, to thank those who serve, and to find ways to give back to their communities.

Diane Joens, Mayor



PROCLAMATION

WHEREAS, Buena Vista Children's Services, Inc. has held a successful Children's Celebration event annually for 20 years in honor of Child Abuse Prevention Awareness Month; and

WHEREAS, Buena Vista Children's Services, Inc. continues to offer Child Abuse Prevention Awareness, Children's Advocacy, Child Care, Education and Professional Development to the Verde Valley as well as all of Yavapai, Apache and Navajo Counties; and

WHEREAS, Buena Vista Children's Services, Inc. is a community based, grassroots, nonprofit organization that fosters innovative programs and leadership to enhance the quality of life for children throughout the region; and

WHEREAS, many community members are unaware of the child abuse prevention awareness and children's advocacy services offered by Buena Vista Children's Services despite the organization's long history; and

WHEREAS, there is a critical need to educate and support individuals and families by designing, developing and implementing model programs for children, parents and educators to address emerging needs in the areas of child abuse prevention, child care, education and parenting.

NOW, THEREFORE, BE IT RESOLVED that, I, Diane Joens, Mayor of the City of Cottonwood and the City Council, hereby designate April 2013 as CHILD ABUSE PREVENTION AWARENESS MONTH during which parents, educators, the general public and other children's advocates across the socio-economic range can learn more about the services offered by Buena Vista Children's Service, including child abuse prevention awareness. We encourage our citizens of all ages to join with Buena Vista Children's Services to celebrate Child Abuse Prevention Awareness Month while having fun at the 20th Annual Children's Celebration. We hope that all our citizens will recognize that child advocacy helps prepare our children as future community leaders.

Diane Joens, Mayor

**City of Cottonwood, Arizona
City Council Agenda Communication**



 Print

Meeting Date: April 2, 2013
Subject: EMPLOYEE OF THE QUARTER - BRITNEY
LAWLER
Department:
From:

REQUESTED ACTION

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is:

BACKGROUND

Britney Lawler is being honored as the Employee of the Quarter for her outstanding work performance which is above and beyond what is expected. Britney's position is a unique partnership between the City of Cottonwood and Cottonwood Oak Creek School District. During the first part of her shift in the morning she is a teacher at Oak Creek School District and in the afternoon she leaves headed for the Recreation Center to oversee our youth programs. Considering their responsibilities either job in their own right could be full time positions. Britney excels at both. We have truly seen an improvement in our After School Program through her furthering the organization of program, better attendance and adding programming elements. Britney oversees two part time employees with our After School Program. She has trained and supervised them to insure that they are up to standards and we are operating at peak performance. She also manages our Cottonwood Youth Advisory Commission. Our commission typically meets on holidays, after hours and on the weekends Britney works split shifts to accommodate for this. I have spoken with Britney's principal, Sandy Huson, and she has echoed the same accolades that I have shared. We are fortunate to have this position and Britney Lawler in it.

JUSTIFICATION/BENEFITS/ISSUES

COST/FUNDING SOURCE

ATTACHMENTS:

Name:

Description:

Type:

☐ [Employee-Safety Award Nomination Form-Quarterly Brit Lawler 1.doc](#) Employee Award Nomination

Backup Material



1st QUARTER, 2013

EMPLOYEE or SAFETY EMPLOYEE

(please designate which)

RECOGNITION NOMINATION

(Please circle the category for which you are nominating this employee.)

Submit to the HR office by March 8, 2013

Please use the format shown below. You may write or type on an additional sheet of paper, if you wish.

SUBMISSION DATE: March 8, 2013

NAME OF EMPLOYEE: Britney Lawler

DEPARTMENT: Parks & Recreation Dept.

POSITION: Youth Coordinator

WHAT ACTION DID THE EMPLOYEE DO TO DESERVE THIS NOMINATION:

The reason an employee receives recognition as the Employee of the Quarter is because they continually perform above standards. Britney Lawler is an example of just that. Let's start by explaining her role. She is in a position that is shared between the Cottonwood Oak Creek School District and the City of Cottonwood. She spends the first part of her day as a Teacher then in the afternoon leaves to directly oversee the After School Program and youth programs at the Cottonwood Recreation Center. Either one of these roles in their own right could be considered full time positions. In addition to these duties Britney routinely works after her shift on special projects with our Youth Commission and holidays with our After School Program. Some examples are our Teen Nights, Santa Visits, Block Party, service hours, and other programs. Each of them with their own set of challenges that must be overcome. Britney has a passion for youth programming and this is evident in her performance and dedication.

WHAT IS THE IMPACT/BENEFIT TO THE CITY:

Because of the nature of work she handles often she works split shifts and flex's her time to accommodate the afterhour's programs. Britney has raised our daily After School Program attendance to an average of 10 up from our previous year of roughly 5. This increase has allowed the program to sustain itself by paying for part time staff and operations.

SIGNATURE OF NOMINATOR: _____ DATE: _____

PRINT NAME OF SUBMITTING NOMINATOR: _____

**City of Cottonwood, Arizona
City Council Agenda Communication**



 Print

Meeting Date: April 2, 2013
Subject: Joe Odell -- Safety Employee of 1st Quarter 2013
Department: Fire
From: Cottonwood Fire Department
Mike Kuykendall, Fire Chief

REQUESTED ACTION

Presentation of the 1st Quarter 2013 Safety Employee Award to Joe Odell, Firefighter/Medic.

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is:

NA

BACKGROUND

JUSTIFICATION/BENEFITS/ISSUES

NA

COST/FUNDING SOURCE

NA

ATTACHMENTS:

Name:	Description:	Type:
 ODELL_1st_Qtr_Safety_Employee.doc	ODELL 1st Qtr Safety Employee	Presentation



1st QUARTER, 2013

~~EMPLOYEE~~ or SAFETY EMPLOYEE

(please designate which)

RECOGNITION NOMINATION

(Please circle the category for which you are nominating this employee.)

Submit to the HR office by March 8, 2013

Please use the format shown below. You may write or type on an additional sheet of paper, if you wish.

SUBMISSION DATE: 03/07/2013

NAME OF EMPLOYEE: Joe Odell

DEPARTMENT: Fire Department

POSITION: Firefighter/Paramedic

WHAT ACTION DID THE EMPLOYEE DO TO DESERVE THIS NOMINATION:

As part of his regular duties Joe oversees the fire department's EMS equipment and supplies inventory. Recently Joe has voluntarily undertaken the task of reorganizing our EMS supply area and has formulated a process to greatly decrease the amount of our inventory thus saving us budget dollars. His reorganization of our EMS supply room has greatly reduced the amount of time that it takes for an employee to locate needed supplies and equipment and has improved ergonomics by reducing the amount of items located in difficult accessibility locations thus increasing employee productivity. Joe also voluntarily partnered with our EMS transport agency, Verde Valley Ambulance Company (VVAC), to formulate and implement an inventory tracking system that will reduce the amount of "out of date" EMS supplies by ensuring that supplies are used before they reaching their expiration date and become unsafe/unusable for patient treatment. This will increase the safety of our public by helping ensure that no patients are treated with "out of date" supplies as well as reduce supply costs to both Cottonwood Fire Department and VVAC.

WHAT IS THE IMPACT/BENEFIT TO THE CITY:

The impact/benefit to the city is an increase in public safety, a decrease in EMS supply costs and increased productivity due to decreasing the time required to restock EMS supplies on apparatus to place them back in service.

SIGNATURE OF NOMINATOR: _____ DATE: 03/07/13

PRINT NAME OF SUBMITTING NOMINATOR: Captain Troy Hoke and Chief Mike Kuykendall

**City of Cottonwood, Arizona
City Council Agenda Communication**



 Print

Meeting Date: April 2, 2013
Subject: Easement Encroachment Permit and Indemnification Agreement with APS
Department: Development Services
From: Morgan Scott, Development Services Manager

REQUESTED ACTION

Consider approval of a right of way easement encroachment permit and indemnification agreement with Arizona Public Service

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is: "I move to approve the Right of Way Easement Encroachment Permit and Indemnification Agreement with APS."

BACKGROUND

The City purchased the Quail Canyon Water System in March of 2010. One of the reasons for purchasing this system was to provide supplemental water supply to Verde Village units six and seven. Plans are complete for construction of the supplemental water transmission line and this agreement will allow the line to be constructed within the APS easement.

JUSTIFICATION/BENEFITS/ISSUES

Ensuring a sufficient volume of water to meet not only domestic, but also fire flow needs is critical to operating this water system within regulatory guidelines

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:	Description:	Type:
 Encroachment Agreement Quail Canyon Water Cottonwood.doc	Easement Encroachment Permit	Cover Memo

NW-15-15N-3E
SE-15-15N-3E
NE-22-15N-3E
RCB

RIGHT OF WAY EASEMENT ENCROACHMENT PERMIT
AND INDEMNIFICATION AGREEMENT

This Easement Encroachment Permit and Indemnification Agreement (the "Agreement") is entered into this ____ day of _____, 2013, by and between **The City of Cottonwood, a municipal corporation of the State of Arizona**, ("the City") and **Arizona Public Service Company, an Arizona corporation ("APS")**.

RECITALS:

A. APS is the owner of a Right of Way Easement for electric power lines, recorded in Book 3702 Page 656, Fee No. 3195406 records of Yavapai County, Arizona, which exists as a lawfully recorded easement situated in G.L.O. Lot 1; G.L.O. Lot 2; G.L.O. Lot 5; the South half of the Southeast quarter of Section 15 and Lot 1, Section 22 all in Township 15 North, Range 3 East of the Gila and Salt River Base and Meridian, Yavapai County, Arizona hereinafter referred to as the ("Easement Area").

B. APS presently operates and maintains a 69,000-volt transmission line along with appurtenant fixtures and within the Easement Area (the "Lines").

C. The City wishes to encroach upon the Easement Area for the construction, operation and maintenance of one 8" Water Line and appurtenant facilities, (hereinafter referred to as the ("Improvements")) The location of the Improvements within the Easement Area are more particularly shown on EXHIBIT "A" attached hereto and by this reference incorporated herein.

D. The Right of Way Easement allows for the installation of pipelines for any and all proposes. Therefore, APS is willing to allow said encroachment upon the terms and conditions contained herein.

PROMISES AND COVENANTS:

NOW, THEREFORE, in consideration of the foregoing recitals and in further consideration of the following covenants, promises, and provisions, the parties hereby agree as follows:

1. APS hereby authorizes the City at the City's' sole cost and expense, to construct, operate, use and maintain the Improvements within the Easement Area in the locations as shown on, and in conformance with EXHIBIT "A".

2. Minimum OSHA and National Electric Safety Code clearances must be maintained at all times between the Lines and any equipment, vehicles or personnel during the construction, operation, maintenance, and/or repair of the Improvements.

3. There shall be no excavation around any APS electric power poles or and the existing grade shall be maintained for a radius of 20 feet around any pole.

4. APS shall not be held responsible for any potential problems relating to induced or transferred currents or voltages. The cost for any necessary grounding or cathodic protection of the Improvements within the Easement Area shall be the sole responsibility of the City.

5. Encroachments other than those referenced in Section "C" are not permitted within the Easement Area unless approved in advance and in writing by APS.

6. The City shall indemnify, hold harmless and waive all claims against APS, its employees, agents, and representatives, for any and all claims, demands, suits, losses, costs, and damages of every kind and description, including any attorneys' fees or litigation expenses, on account of loss of or damage to any property, or for injury to or death of any person caused by, arising out of, or contributed to, in whole or in part, by reason of the location, construction, operation, use, or maintenance, of the Improvements within the Easement Area; provided however, that this indemnification, waiver, and release shall not extend to gross negligence or willful misconduct of APS.

7. The City further hereby indemnifies APS against loss of revenue if the City, its employees, agents, representatives during the use of the Easement in any way damages APS' lines, appurtenant facilities, or equipment located within the Easement Area.

8. The City shall maintain at all times, and without limiting the City's indemnification obligations under items 6. and 7 above, Commercial General Liability insurance with a combined single limit of at least One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage. The policy shall cover bodily injury, property damage, and contractual liability. The policies shall stipulate that the insurance shall be primary insurance and that any insurance carried by APS shall not be contributory insurance. The City and its insurers providing the required coverages shall waive all rights of recovery against APS, and its affiliates, directors, officers, employees, and agents. Upon APS's request, the City shall provide documentary evidence in a form and content acceptable to APS, whose acceptance shall not be unreasonably withheld, confirming to its satisfaction that the required insurance coverages have been obtained and will remain in effect as required by this agreement.

9. This Agreement shall in no way limit or restrict APS' rights granted under the Easement, including the right to add to, modify, improve or remove and have unrestricted access to the electric facilities on the Easement Area. The City shall not interfere with APS' use of the Easement Area or APS' business conducted thereon.

10. The covenants and agreements herein set forth shall extend and inure in favor and to the benefit of, and shall be binding on the heirs, administrators, executors, successors in ownership and estate, assigns and lessees of APS and the City.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

ARIZONA PUBLIC SERVICE COMPANY

THE CITY OF COTTONWOOD

By: James Looney
Title: Section Leader
Land Services Department

By: _____

Title: _____

Signature

Signature

STATE OF ARIZONA }
 }
 } ss.
County of Maricopa }

This instrument was acknowledged before me this ____ day of _____, 2013

by James Looney, Section Leader, Land Services Department of Arizona Public Service Company

IN WITNESS WHEREOF I hereunto set my hand and official seal.

Notary Seal

Notary Public

STATE OF ARIZONA }
 }
 } ss.
County of _____ }

This instrument was acknowledged before me this ____ day of _____, 2013

by _____

IN WITNESS WHEREOF I hereunto set my hand and official seal.

Notary Seal

Notary Public

**City of Cottonwood, Arizona
City Council Agenda Communication**



 Print

Meeting Date: April 2, 2013
Subject: Electrical Generator Maintenance and Repair
Department: Development Services
From: Roger Biggs, Utilities Administrative Manager

REQUESTED ACTION

Consider award of bid for electrical generator maintenance and repair.

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is:

"I move to award the contract for electrical generator maintenance and repair to AGM Sales and Service and authorize the Mayor to execute the service agreement."

BACKGROUND

The Utilities Department is responsible for maintenance and repair of emergency electrical generators at eight well sites and lift stations, the wastewater treatment plant, and three City offices. These generators are complex pieces of equipment which require annual maintenance by qualified personnel. Additionally, the City has need for troubleshooting and repair services for these generators when unforeseen problems arise during their operation. To ensure continuity of service and repair to these vital pieces of emergency equipment, this solicitation was designed to result in a two-year agreement.

The previous contract for these services was terminated by the City in January 2013. Specifications have been updated and the bid was advertised in accordance with City procurement policies. Three firms submitted bid packets and the results of those bids are shown below:

<u>Firm Name</u>	<u>Annual Bid Amount</u>
AGM Sales & Service LLC	\$4,136.49

Cummins Rocky Mountain LLC

\$10,458.00

W.W. Williams Co.

\$7,255.52

The bids were checked and found to be in compliance with the specifications. AGM Sales and Service is a local company with the knowledge and experience required to fulfill this contract.

JUSTIFICATION/BENEFITS/ISSUES

Emergency electrical generators are a vital component in the City’s operation. Ensuring that they are properly maintained and available during power outages is critical. Having the generators properly maintained and ensuring quick repairs during unanticipated breakdowns is crucial to continued successful operations.

COST/FUNDING SOURCE

Enterprise and general fund operational accounts.

ATTACHMENTS:

Name:	Description:	Type:
 Bid Tabulation Form gen maint 3-13.pdf	Bid tabulationpage	Cover Memo

City of Cottonwood

BID TABULATION

Project Name: Generator Maintenance and Repair

Solicitation Number: 2011-PW-13

Bid Opening Date: 3/11/13 @ 2:00 p.m.

Firm Name	Annual Bid Amount	
AGM Sales & Service LLC	\$4,136.49	
Cummins Rocky Mountain LLC	\$10,458.00	
W.W.Williams	\$7,255.52	

Notes: Amanda Wilber, City of Cottonwood and representative from W.W.Williams in attendance at opening.

**City of Cottonwood, Arizona
City Council Agenda Communication**



 Print

Meeting Date:	April 2, 2013
Subject:	Vacancy on Planning and Zoning Commission
Department:	Development Services
From:	George Gehlert, Community Development

REQUESTED ACTION

Appointment of Planning and Zoning Commission Member

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is: “I move to approve Resolution Number 2692 appointing _____ to the Planning and Zoning Commission for a current term which expires December 31, 2013.”

BACKGROUND

There is currently one vacancy on the P&Z Commission which resulted from the passing of former Commissioner Don Speer on February 3rd. The term expires 12-31-13. The Zoning Ordinance requires that each P&Z Commission member be a resident of the City of Cottonwood, and that at least two (2) members “shall be qualified by design-related background, training or experience, including architecture, landscape architecture, interior design, planning, fine arts or other design-related background.” The other P&Z Commission seats are currently held by:

Edmund Kiyler (Chair) Term Expires: 12-31-13
Diane Lovett (Vice-Chair) Term Expires: 12-31-15
Ray Cox Term Expires: 12-31-14
Robert Williams Term Expires: 12-31-15
Jean Wilder Term Expires: 12-31-15
Judd Wasden Term Expires: 12-31-13

There are two candidates for the open seat at this time: John Livingston and Philip Rosen. Their applications are attached. The Council has the option to make the appointment at this time, or continue to seek applicants for an extended period.

JUSTIFICATION/BENEFITS/ISSUES

The P&Z appointment is required by Code.

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:	Description:	Type:
 P_Z_Applications_April_2013.pdf	P & Z Application	Backup Material
 res2692.doc	Resolution Number 2692	Cover Memo



CITY OF COTTONWOOD
816 NORTH MAIN STREET
COTTONWOOD, AZ 86326
Phone (928) 634-0060 x217
Fax (928) 634-3727
Revised January 11, 2010

APPLICATION FOR P + 2 Board
(BOARD/COMMISSION/COMMITTEE)

NAME LIVINGSTON John TERRY
(Last) (First) (Middle)

MAILING ADDRESS 1139 old Clarkdale Hwy
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 1002 CAT CLAW Cottonwood
(Number & Street) (City) (State) (Zip)

HOME PHONE 899 2614 WORK/MESSAGE PHONE _____

EMAIL ADDRESS: _____

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. _____

Education BS economics MA Philosophy

Work Experience Teacher, Property Mgt.

Application for (Board/Commission/Committee)
Page 2

Please describe your qualifications for serving on Board/Commission/Committee:

I've owned property in Cottonwood
for 30 years

List any community service organizations or projects you have been involved with (include a brief description of activities):

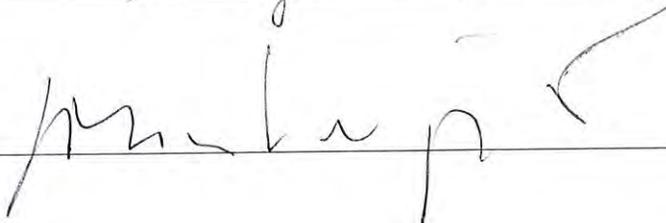
12 Step program - AA, NA
CA

Have you ever been convicted of, or pled "no contest" to **any** crime, including any convictions that were later set aside or expunged? YES NO

Does the City of Cottonwood employ any relative of yours? YES NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?

yes 35 years

Signature  Date now 2013

NOTE: All applicants are strongly encouraged to attend the Council meeting at which their application will be considered. It is important for Council members to be able to assess applicants' qualifications and backgrounds during the selection process, and be able to ask questions for clarification.

Generally, the Council will conduct a brief interview process during the Council meeting.

Council meetings are held the first and third Tuesday of every month. Council agendas can be found under the City Council tab on the City website: www.cottonwoodaz.gov.



08-03-13 A11:41 IN

CITY OF COTTONWOOD
816 NORTH MAIN STREET
COTTONWOOD, AZ 86326
Phone (928) 634-0060 x217
Fax (928) 634-3727
Revised January 11, 2010

APPLICATION FOR PLANNING AND ZONING
(BOARD/COMMISSION/COMMITTEE)

NAME ROSEN PHILIP I.
(Last) (First) (Middle)

MAILING ADDRESS _____
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 235 S. DESPERADO DR, COTTONWOOD, AZ 86326
(Number & Street) (City) (State) (Zip)

HOME PHONE 928-852-0298 WORK/MESSAGE PHONE 717-379-8965

EMAIL ADDRESS: PHILIP.ROSEN@CABLEONE.NET

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. NOTHING PERTINENT

Education BA FRANKLIN AND MARSHALL COLLEGE,
LANCASTER, PA

Work Experience PLEASE SEE ATTACHED RESUME

(Please continue on reverse side)

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: AS BOARD CHAIR OF THE COTTONWOOD RANCH HOA, I HAVE BEEN INVOLVED WITH OUR ARCHITECTURAL COMMITTEE SINCE JOINING THE BOARD IN 2007. PARTICIPATING IN MAKING DECISIONS AS PART OF A BOARD OR COMMISSION IS SOMETHING I SPEND MUCH TIME AND ENERGY DOING.

List any community service organizations or projects you have been involved with (include a brief description of activities):

COTTONWOOD RANCH BOARD OF DIRECTORS, BOARD CHAIR
VERDE VALLEY ALAND CLUB BOARD OF DIRECTORS, BOARD CHAIR
VERDE VALLEY VOICES - MEMBER

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were later set aside or expunged? _____ YES NO

Does the City of Cottonwood employ any relative of yours? _____ YES NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?

YES. SINCE 9/2007

Signature Philip L. Parker Date 3/7/13

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PHILIP I. ROSEN

235 S. Desperado Drive
Cottonwood, AZ 86326
(928) 852-0298, (717) 379-8965 (cell)
philiprosen@cableone.net

Objective: Help to create a work environment where customers become "Raving Fans" and sales and profits grow faster than projected.

Relevant Experience:

Tire Pro Automotive - Sedona, AZ - Cottonwood, AZ

Service Advisor-Tire Sales, 01/11 – 06/11

- ✓ Provided outstanding customer service at counter and via telephone for a wide range of current and prospective customers
- ✓ Scheduled workflow to accommodate customer and enterprise needs
- ✓ Expedited all daily tasks to meet customer deadlines and expectations

United Rentals, Inc. - Cottonwood, AZ

Inside Sales Representative-Safety Officer, 10/07 – 01/11

- ✓ Provided world class customer service at counter and via telephone sales for all customers.
- ✓ Made appropriate recommendations to customers as to equipment size and type.
- ✓ Served as dispatcher for delivery and pickup of all equipment.
- ✓ Fulfilled all duties of Branch Safety Officer including site inspections and monthly safety meetings.
- ✓ Small truck delivery driver for equipment up to 10,000#.
- ✓ Assisted Branch Manager in all aspects of administration and record keeping.

American Welding and Tank, Harsco Corp. - Mechanicsburg, PA

Sales Coordinator, 04/03 - 8/07

- ✓ Coordinated all order and fulfillment functions for outside sales team and customer direct orders for remote manufacturing facility.
- ✓ Managed logistics of product truckloads to expedite shipment and delivery.
- ✓ Trained company drivers in customer service processes and procedures in four locations nationwide.
- ✓ Interfaced with outside sales and plant personnel to insure successful delivery on customer orders.

J & J Haimes - Mt. Joy, PA 07/2000 - 03/2003

Project Manager, 06/02 - 03/03

- ✓ Successfully managed programs for major clients from design through implementation.
- ✓ Managed staff of three employees engaged in direct sales and problem solving for the dental industry.
- ✓ Managed several client's sales and market research projects simultaneously as needed.

Inside Sales/Customer Service, 07/00 - 06/02

- ✓ Increased sales for industrial distribution client by 300% in fewer than twelve months.
- ✓ Strengthened relationships with clients to improve the quality of their sales programs.
- ✓ Conducted training seminars at client locations in telephone sales techniques and personal development.
- ✓ Conducted market research surveys to measure market penetration and client image in the marketplace.

Sysco Central PA - Harrisburg, PA 10/1989 - 05/2000

Director of Training and Development, 12/99 - 05/00

- ✓ Developed and implemented comprehensive in house sales training program for all sales new hires.
- ✓ Designed and implemented field training program for salespeople with varying degrees of experience and education.

Director of Marketing, 06/95 - 11/99

- ✓ Consistently achieved year over year sales growth by improving marketing strategies, sales promotions, and sales incentives.

District Sales Manager, 01/92 - 06/95

- ✓ Grew district sales and profits by over 20% annually by consistent field training and market penetration.
- ✓ Managed team of twelve direct reports, independently overseeing their book of business activity, handling voluntary and involuntary turnover, and training of new employees.

Marketing Associate, 10/89 - 01/92

- ✓ Created and managed a 3MM per year territory.

Education: Bachelor of Arts, Franklin and Marshall College, Lancaster, PA

Community Involvement-

Cottonwood Ranch Homeowner's Association

- ✓ Board President 11/2010 – Present
- ✓ Director, 10/2007 – Present
- ✓ Board Liaison to Architectural Committee 10/2007 – 11/2010

Verde Valley Habitat for Humanity

- ✓ Director, 8/2010 – 10/2011
- ✓ Volunteer Coordinator, 8/2010 – 8/2011

Verde Valley Alano Club

- ✓ Board Chairman 3/2010 – Present
- ✓ Director, 3/2010 – Present

Verde Valley Voices

Member 9/2009—Present

PHILIP I. ROSEN
CUSTOMER SERVICE SPECIALIST

 THE BEST CUSTOMER
SERVICE ON THE PLANET!

235 S. DESPERADO DRIVE
COTTONWOOD, AZ 86326
PHONE: 928-852-0298
MOBILE: 717-379-8965

PHILIPROSEN@CABLEONE.NET

RESOLUTION NUMBER 2692

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, APPOINTING _____ A MEMBER OF THE PLANNING AND ZONING COMMISSION AND ESTABLISHING HIS TERM OF OFFICE.

WHEREAS, a vacancy exists on the Planning and Zoning Commission; and

WHEREAS, it therefore is necessary to appoint a new member to said Planning and Zoning Commission to maintain the requisite number of seven members.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA:

THAT, _____, a resident of the City of Cottonwood is hereby appointed a member of the Planning and Zoning Commission of the City of Cottonwood to complete the three year term of Donald Speer which expires December 31, 2013.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 2ND DAY OF APRIL 2013.

Diane Joens, Mayor

ATTEST:

Marianne Jiménez, City Clerk

APPROVED AS TO FORM:

Steven B. Horton, Esq., City Attorney

**City of Cottonwood, Arizona
City Council Agenda Communication**



 Print

Meeting Date:	April 2, 2013
Subject:	Airport Commission Opening/Placement
Department:	Development Services
From:	Morgan Scott, Development Services Manager

REQUESTED ACTION

Consider appointing an applicant to the open position on the airport Commission.

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is:

"I move to adopt Resolution 2693, appointing _____ to the Cottonwood Airport Commission for the remainder of a three-year term that expires on July 1, 2013."

BACKGROUND

A seat on the City of Cottonwood Airport Commission was vacated when Hal Cope stepped down from the position. The seat remained empty for a time while as the City and the Commission considered the possibility of changing the Commission. However, until the Council decides otherwise, the Commission will continue to operate as it operates today.

The candidate selected to fill this vacancy will serve for approximately 3 months, through the end of a three-year term that expires on July 1, 2013. At that time the City Council will be asked to consider candidates for a new term.

The candidates who supplied applications for the current vacancy were: John Padgett, Ronald Rich, and Bill Wade.

The candidates' applications are attached.

JUSTIFICATION/BENEFITS/ISSUES

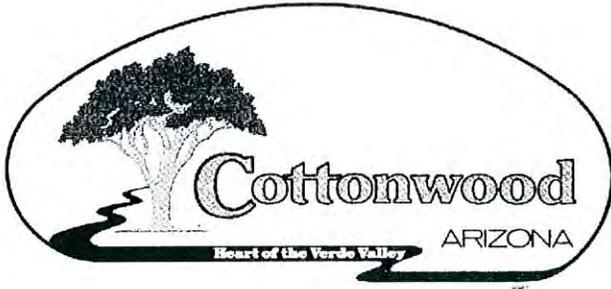
NA

COST/FUNDING SOURCE

There are no costs associated with this item.

ATTACHMENTS:

Name:	Description:	Type:
📄 DOC031113.pdf	Applications	Cover Memo
📄 res2693.doc	Resolution Number 2693	Cover Memo



12-02-13 P12:33 IN

CITY OF COTTONWOOD
816 NORTH MAIN STREET
COTTONWOOD, AZ 86326
Phone (928) 340-2713
Fax (928) 634-3727
Revised January 11, 2010

APPLICATION FOR Airport Commission
(BOARD/COMMISSION/COMMITTEE)

NAME PROGETT JOHN Joseph
(Last) (First) (Middle)

MAILING ADDRESS PO Box 492 COMMVILLE AZ 86325
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 1255 S. Chick Rd Commville AZ 86325
(Number & Street) (City) (State) (Zip)

HOME PHONE (928) 202 0449 WORK/MESSAGE PHONE SAMIS

EMAIL ADDRESS: JPROGETT58@MSN.COM

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. Private Pilot (NO MEDICAL)
A&P MECHANIC CESSNA AIRCRAFT BOEING 727 & 747 European

Education B.S. AERONAUTICS Embury Riddle Aeronautical University

Work Experience 20yrs HUGHES AIRWEST / REPUBLIC OPERATIONS AGENT
AIR CARGO PHOENIX Sky Harbor Airport

European Aircenter B-747 Heavy MAINTANCE
Currently MEDICALLY RETIRED

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: _____

ALL MY WORK CAREER HAS BEEN IN AVIATION BOTH
GENERAL AVIATION & AIRLINES

List any community service organizations or projects you have been involved with (include a brief description of activities):

YAVAPAI County Sheriffs Posse MID 1990'S FIVE YEARS
Captain of Black Canyon City Posse ALL VOLUNTEER
PACSON ROAD VOLUNTEER 3 YRS THIS YEAR ALSO FROM FEB 15 - 25TH

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were later set aside or expunged? _____ YES NO NO

Does the City of Cottonwood employ any relative of yours? _____ YES NO NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?

NO RESIDENT OF COTTONWOOD

Signature [Handwritten Signature]

Date 2-12-13

NOTE: All applicants are strongly encouraged to attend the Council meeting at which their application will be considered. It is important for Council members to be able to assess applicants' qualifications and backgrounds during the selection process, and be able to ask questions for clarification.

Generally, the Council will conduct a brief interview process during the Council meeting.

Council meetings are held the first and third Tuesday of every month. Council agendas can be found under the City Council tab on the City website: www.cottonwoodaz.gov.



25-02-13 11:58 IN

CITY OF COTTONWOOD
816 NORTH MAIN STREET
COTTONWOOD, AZ 86326
Phone (928) 634-0060 x217
Fax (928) 634-3727
Revised January 11, 2010

APPLICATION FOR AIRPORT COMMISSION
(BOARD/COMMISSION/COMMITTEE)

NAME RICH RONALD JAMES
(Last) (First) (Middle)

MAILING ADDRESS PO Box 1538, OVERLAND AZ 85933
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 767 ALFONSE RD CLARKDALE AZ 86324
(Number & Street) (City) (State) (Zip)

HOME PHONE NA ^{CELL} WORK/MESSAGE PHONE 602 478-7350

EMAIL ADDRESS: DRICH06@GMAIL.COM

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. PILOT, FLIGHT INSTRUCTOR
MECHANIC / INSPECTOR.
MEMBERSHIP: ADPA, EAA

Education AS. DEGREE: AVIATION MAINTENANCE TECH
BA - SOCIAL WELFARE & CORRECTIONS
MAS - AEROSPACE OPERATIONS / AEROSPACE MANAGEMENT

Work Experience 30 YEARS AVIATION EXPERIENCE - COMMERCIAL
AND MILITARY - TECHNICAL, ADMINISTRATIVE, MANAGEMENT -
W/ AIRPORT FACILITIES OPERATIONS, MANAGEMENT.
- REF RESUME -

(Please continue on reverse side)

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: _____

MILITARY AIRPORT FACILITIES MGR. FAD OPERATIONS
INSPECTOR INVOLVING INSPECTIONS OF AIRPORTS, PILOTS,
ACCIDENTS, INCIDENTS.

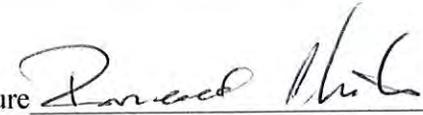
List any community service organizations or projects you have been involved with (include a brief description of activities):

POLICE RESERVE UNIT - NORTHERN CALIF - 34/25
MARICOPA Co. AIR POSSE - 20 YEARS IN SUPPORT
OF SEARCH & RESCUE AND LAW ENFORCEMENT.

Have you ever been convicted of, or pled "no contest" to **any** crime, including any convictions that were later set aside or expunged? _____ YES NO

Does the City of Cottonwood employ any relative of yours? _____ YES NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?
NO - RESIDENT / PROPERTY OWNER IN CHANDLER AZ.

Signature 

Date 2/24/2013

NOTE: All applicants are strongly encouraged to attend the Council meeting at which their application will be considered. It is important for Council members to be able to assess applicants' qualifications and backgrounds during the selection process, and be able to ask questions for clarification.

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Council meetings are held the first and third Tuesday of every month. Council agendas can be found under the City Council tab on the City website: www.cottonwoodaz.gov.

RONALD RICH
PO Box 1538
Overgaard, Arizona 85933

(602) 478 7350 C
rjrich06@gmail.com

SUMMARY

Thirty years of commercial and military experience representing a wide background in technical, administrative, and management areas of aviation, with specialized and managerial experience in; Flying; Airport Operations, Logistics, and Facilities Management; Aircraft Production Planning, Manufacturing; Technical Publications, Maintenance Quality Assurance, Conformity Inspection; Inspection of Aircraft and Operators, Accident Investigation, Aircraft Certification, and Consulting in litigation issues.

OBJECTIVE

Utilize operations, maintenance, manufacturing, and certification experience in the support of the aviation concerns in a volunteer position for the Airport Commission at Cottonwood, AZ

EDUCATION

Long Beach City College	Long Beach, California
Associate of Science	(1982) Aviation Maintenance Technician
Chico State College	Chico, California
Bachelor of Arts	(1971) Social Welfare & Corrections
Embry-Riddle Aeronautical University	Phoenix, Arizona
Masters - Aeronautical Science	(2000) Aerospace Operations
Masters - Aeronautical Science	(2000) Aerospace Management

EMPLOYMENT

R J RICH

A&P Mechanic / IA Inspector / DAR - Independent mechanic, inspector, and flight instructor. Performing aircraft maintenance, alterations, and inspections on aircraft in the Phoenix valley and northern Arizona. Performing single engine, multiengine, instrument flight training, and currency reviews for selected pilots. Performed aircraft certifications with DAR authorities for SDL FSDO.

Embry-Riddle Aeronautical University – Luke AFB

Adjunct Professor – Instructing aviation maintenance theory to future mechanics.

America West Airlines

Ramp Service Agent – Servicing of aircraft for a scheduled air carrier. Provided loading/unloading of baggage and cargo and servicing of aircraft for flights.

MD Helicopters/Boeing/McDonnell Douglas Helicopter Systems

Civil Certification Technical Data Administrator, FAA Coordination, DER - The submittal, documentation, and management of certification data for the MD900 twin engine and 600N/500N/500 single engine helicopter. Managed and recorded data for certification efforts of single and multiengine helicopters. Supported engineering with 8110-3 DER approvals for the design, major alterations and repairs of all models currently in production. Developed certification plans, compliance checklists, and data tracking for certification data to support delivery of aircraft. Coordinated with Los Angeles Aircraft Certification Office (LA ACO), Scottsdale Flight Standards District Office (SDL FSDO), and Rotorcraft Directorate over certification matters. Supported foreign aircraft certification with technical assistance.

RONALD RICH
PO Box 1538
Overgaard, Arizona 85933

(602) 478 7350 C
rjrich06@gmail.com

EMPLOYMENT (continued)

Marsh Aviation Company

Quality Assurance/Engineering Documentation, FAA Liaison - Created initial maintenance manual with inspection criteria and checklist for the operations of the Part 25 restricted category aircraft per 91.409(g). Created production planning and Quality Assurance program for Parts Manufacturing Authority (PMA) of new engine STC. Created production planning for all components of the new design to installation and the quality inspection items that were to be considered for the quality program. Provided Quality Assurance documentation/Conformity Inspections for Flight Tests/Certification of Part 25 Transport Category turboprop engine conversion (STC). Wrote the test plan, performed the fire extinguisher certification test for qualification of the system on the aircraft and the company first article inspection of the design for FAA conformity and to resolve any differences in documentation. Provided contract-consulting services in litigation of FAR 135 aviation operations for an aircraft that was in mechanical dispute between owner and operator.

Courier Services Inc

Pilot/Aircraft Mechanic - FAR 135 Air Carrier Operator in the transportation of bank documents and pharmaceutical items. Performed maintenance on Cessna 206/207 and Piper PA28/32 model aircraft and piloted aircraft in FAR 135 operations.

FAA Flight Standards District Office – San Antonio, TX

Aviation Safety Inspector - Assigned duties as a Principal Inspector in Operations for 14 operators in the certification, inspection, and surveillance of FAR 135 air carrier operations. Additionally performed certifications and surveillance inspections of airmen, aircraft, airports, and designated pilot examiners. Performed written and flight evaluations of airmen for certification. Investigated complaints, incidents, accidents, and violations in accordance with FAA orders and regulations.

R J RICH (Private Contractor)

Manager/Administrator for assets of a foreclosed Varga Aircraft Company. Provided international customer service. Controlled and maintained all certification documentation, parts and tooling while the company was in foreclosure.
Production Planner. Prepared documents to new procedures of manufacturing for the design.

McDonnell Douglas Corporation - Long Beach CA

MD80 Assistant Foreman - Supervised installations of; Empennage flight controls, interior overhead storage packages, wing fillets, floors, wing /fuselage sub-floor structure, and initial pressurization checks for DC9-80 aircraft. Dealt with MRB, tooling, and engineering order corrections to the design.
Design Management Representative.- Provided coordination of Program Management, Change Control Board, Procurement, Engineering and outside vendors in the development of new designs for in the certification of DC9-80 and DC10 aircraft. Monitored status of vendor certification testing, and established Engineering Orders (EO) of the new designs.

US Navy

Performed duties in the following areas; Pilot of a twin engine turbo prop, carrier based, airborne early warning aircraft, Quality Assurance Manager for squadron level maintenance, Ground Safety Officer responsible for flight deck and maintenance safety programs, Administrative/Training Manager for auxiliary airfield 75 miles off the California coast, Airfield Facilities Manager for military island facility including Tower and Airfield Operations, Crash Fire/Rescue/Arresting gear, and Ground Electronics.

RONALD RICH
PO Box 1538
Overgaard, Arizona 85933

(602) 478 7350 C
rjrich06@gmail.com

TRAINING

US Navy

Navy Carrier Pilot Training
Quality Assurance Administration
Airfield Operations
Tower Controller

McDonnell Douglas Corporation

DC9 Familiarization
Computer Operations/UG Training

Federal Aviation Administration

FAA Academy – Inspector Indoctrination Training
FAA Academy – Compliance and Enforcement
FAA Academy – King Air Training
FAA Academy – Air Taxi Certification & Inspection
FAA Academy – Type Rating SAAB SF340 - Initial & Recurrent Training
FAA Academy – Repair and Alterations
Designated Engineering Representative (DER) / Administrative - Initial & Recurrent Training
Designated Airworthiness Representative (DAR) – Initial & Recurrent Training
Designated Pilot Examiner (DPE) – Initial & Recurrent Training
Inspector Authorization (IA) Recurrent Training

Aircraft Maintenance

Pratt & Whitney Canada	PT6 Heavy Maintenance- various models of PT6A
Aircraft Finishing Systems	Fabric and Paint covering
Sport Aviation	Composite structures fabrication
EAA Technical Counselor	Chapter 1044

America West Airlines

Ramp Agent training, Ramp Lead training

CERTIFICATES - DESIGNATIONS

Pilot

Airline Transport Pilot
Airplane Multi-Engine Land
Type Rating SF340
Commercial Privileges
Airplane Single Engine Land and Sea

Flight Instructor

Airplane Single and Multiengine
Instrument Airplane

Ground Instructor

Basic Airplane

Mechanic

Airframe and Powerplant
Inspection Authorization

FAA Aviation Safety Counselor – SDL FSDO (2004-2006)

FAA Designee – Designated Airworthiness Representative (DAR-T 2004 - 2008)

FAA Designee – Designated Engineering Representative (DER Administrative 1996-2001)

IRIS Dobler



CITY OF COTTONWOOD
816 NORTH MAIN STREET
COTTONWOOD, AZ 86326
Phone (928) 634-0060 x217
Fax (928) 634-3727
Revised January 11, 2010

APPLICATION FOR AIRPORT COMMISSION
(BOARD/COMMISSION/COMMITTEE)

NAME WADE BILL
(Last) (First) (Middle)

MAILING ADDRESS 725 N. GREEN RIVER RD COTTONWOOD AZ
(Route or Box) (City) (State) (Zip)
86326

STREET ADDRESS _____
(Number & Street) (City) (State) (Zip)

HOME PHONE (928) 634-7994 WORK/MESSAGE PHONE _____

EMAIL ADDRESS: bill@wadecol.com

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. _____
AIRCRAFT PILOT
CATTLE ASSOCIATIONS - YAVAPAI

Education ASU / NAU BS, MA, MPA

Work Experience HEALTH MANAGEMENT ASSOCIATES
CONSULTANT - HEALTH PLAN DEVELOPMENT

Application for (Board/Commission/Committee)
Page 2

Please describe your qualifications for serving on Board/Commission/Committee: _____

Pilot 37 years
FLY weekly from Cottonwood Airport
PAST Airport Commission Member - FLAGSTAFF

List any community service organizations or projects you have been involved with (include a brief description of activities):

Have you ever been convicted of, or pled "no contest" to **any** crime, including any convictions that were later set aside or expunged? _____ YES X NO

Does the City of Cottonwood employ any relative of yours? _____ YES X NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?
IN COTTONWOOD 23 yrs

Signature Ullrich Ullrich

Date 3-1-2013

NOTE: All applicants are strongly encouraged to attend the Council meeting at which their application will be considered. It is important for Council members to be able to assess applicants' qualifications and backgrounds during the selection process, and be able to ask questions for clarification.

Generally, the Council will conduct a brief interview process during the Council meeting.

Council meetings are held the first and third Tuesday of every month. Council agendas can be found under the City Council tab on the City website: www.cottonwoodaz.gov.

RESOLUTION NUMBER 2693

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, APPOINTING _____ A MEMBER OF THE COTTONWOOD AIRPORT COMMISSION AND ESTABLISHING HIS TERM OF OFFICE.

WHEREAS, Harold Cope resigned as a member of the Airport Commission; and

WHEREAS, it therefore is necessary to fill the vacancy in order to maintain the requisite number of members on the Airport Commission.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY ARIZONA:

THAT, _____ is hereby appointed a member of the Cottonwood Airport Commission to fill the remainder of a three-year term ending July 1, 2013.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 2ND DAY OF APRIL.

Diane Joens, Mayor

ATTEST:

Marianne Jiménez, City Clerk

APPROVED AS TO FORM:

Steven B. Horton, Esq.
City Attorney

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	April 2, 2013
Subject:	Request to Add Part-Time Position for “Radio & Telecommunications Technician/Advisor”
Department:	Fire
From:	Mike Kuykendall, Fire Chief

REQUESTED ACTION

We are seeking city council approval to add a part-time “Radio & Telecommunications Technician/Advisor” position this fiscal year budget. This employee will work on an “as needed” basis and will average less than 20 hours a week at a cost of approximately \$55.00 per hour.

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is:

I move to approve the addition of a Part-Time Position for “Radio & Telecommunications Technician/Advisor”

BACKGROUND

As we have moved forward with the new Communication Center project, it has become apparent that there is some confusion regarding the telecommunications equipment and ownership in the Verde Valley. Therefore, it is necessary to hire someone who has the expertise to establish the ownership, condition, and additional needs for tele-communications infrastructure to support the current and future dispatching needs for the City of Cottonwood. Sedona Fire District currently provides some services related to telecommunications infrastructure maintenance; however, Cottonwood needs a more in depth understanding of the infrastructure particularly as we begin to provide services to other entities.

The person that has shown interest and possesses the expertise for this position currently works for the City of Prescott dispatch center and has played a significant role in building the telecommunications infrastructure in the Verde Valley prior to his employment with Prescott. He will also be able to provide radio maintenance and all the services that we currently contract with the Sedona Fire Department to provide.

JUSTIFICATION/BENEFITS/ISSUES

Staff research has revealed that there is a cost savings to the city by hiring this position as a part-time employee on an “as needed” basis, as opposed to entering into a contractual agreement with a firm specializing in these services. We also researched using one of our third

party employers and a part-time position still presents a cheaper alternative.

We will also be able to call upon this person to maintain our telecommunications infrastructure and other components of our radio system at a much cheaper cost than the service that is currently provided by the Sedona Fire Department. We currently pay them \$1,000 per month and that cost will increase next budget year to \$1,841 per month. We believe we will be able to use this part-time person to perform these services at a much cheaper rate and we will be able to better control the level of support and service.

COST/FUNDING SOURCE

The cost funding source is the general fund. Each year, the police department budgets funding to pay Sedona Fire Department for telecommunications support. Those funds will be used to pay for the hours allocated to this part-time position.

ATTACHMENTS:

Name:	Description:	Type:
No Attachments Available		

**City of Cottonwood, Arizona
City Council Agenda Communication**



 Print

Meeting Date:	April 2, 2013
Subject:	Thunder Valley Rally - Special Service Agreement (4 - Coyotes Productions L.L.C.)
Department:	Community Services
From:	Richard Faust, Community Services General Manager and Hez Allen, Aquatics/Special Events Supervisor

REQUESTED ACTION

The Community Services Department is requesting Council's approval of a Special Service Agreement between the 4-Coyotes Productions, L.L.C. and the City of Cottonwood to garner sponsorship dollars, solidify national entrainment and promote Thunder Valley Rally. This agreement would create a partnership between the City of Cottonwood and 4-Coyotes Productions L.L.C.

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is:

"I move to approve the Special Services Agreement between the City and 4-Coyotes Productions L.L.C. for the 2013 Thunder Valley Rally."

BACKGROUND

In 2011, the City of Cottonwood was asked by Cliff Castle Casino Hotel to assume control of their Thunder Valley Rally program with the thought that it would aid in the continued success of Old Town, and infuse the Verde Valley with additional exposure with a Main Street motorcycle event. The City has since been required to take on all programming, branding, marketing, security, operations, and budgeting tasks, as the Casino has withdrawn most of its prior support. The Parks and Recreation Department facilitated T.V.R. in 2011 and 2012 with great success. Comparatively speaking, we saw a tremendous amount of growth between our first annual and our second annual program. The Verde Valley provides some of Arizona's prized scenic rides with grand views. This was heard firsthand from program participants along with statements referencing Old Town's unique and charming character. The Community Services Department understands that in order to grow this program to a regional level event, additional resources are going to be needed. This program's objective of creating additional foot traffic in Old Town has been accomplished, but lends itself to the challenge of creating revenue streams to support

and grow the event.

JUSTIFICATION/BENEFITS/ISSUES

To solve these issues the Community Services Department looked into many options. In so doing staff found a newly forming L.L.C. called the 4-Coyotes. This group's mission is to provide quality events utilizing their years of experience and program management. Staff has put together a company bio for review:

Rick Hatch - Rick is a respected leader in the motorcycle industry and a rider for more than 50 years. The former owner of Hacienda Harley-Davidson, Scottsdale, and creator of the legendary "Kick Start Party" that annually launches Arizona Bike Week in't rolling off the throttle anytime soon. Rick has always stood out as a leader and contributor in all areas of life and continues to add to his impressive legacy.

Ralph Wilson - From a career of Corporate Sales and Marketing and a love for motorcycling, Ralph began to hone his skills in event management as one of the original contributors to the formation of Arizona Bike Week. After 15 years of planning and producing events of all shapes and sizes, every aspect of the process has become his passion.

Ed Leckie - Founder of a successful business in the Theme Construction Industry, Ed is truly a Jack of all trades. As a partner in the original group that purchased Arizona Bike Week in 2005 he was hands-on in developing A.B.W. into an event that is now considered among the top 10 motorcycle events in America. As Promotions Director at Hacienda H-D and Chester's H-D, Ed continued to demonstrate his ability to elevate expectations and results. Ed is frequently called upon by major product brands as a promotions/events consultant in the US and Mexico. Ed recently handled the promotions for all of the Chester's Dealerships in four states. He is also the promoter and emcee for the famed Rocky Point Rally that brings bikers from California, Arizona, New Mexico, Texas and Nevada.

Jim Moore - With over 35 years in the motorcycle industry, Jim has been instrumental in the origination of the Thunder Beach Rally in Panam Beach, FL. This event has grown over the past 12 years to over 60,000 attendees. Logging over 1 million miles on Harleys Jim has attended hundreds of events including Sturgis Black Hills Rally over 30 times. He also holds a corporate position in a quarterly motorcycle magazine that is distributed throughout Arizona and California.

Although this is a fairly new company (in fact, the 2013 TVR would be the first event this company promoted and produced), their knowledge and experience in the motorcycle and events realm is unparalleled. With their extensive expertise we are able to close the gap on our issues of funding, motorcycle contacts, national entrainment contacts and marketing. The City of Cottonwood would remain the controlling authority of the program, and provide all the operations aspects of the program (generator, security, restrooms, facilities, street closures, printing). In addition, the City would provide \$15,000 in seed money to the 4-Coyotes to be used as deposits on national acts. The 4-Coyotes would obtain corporate sponsors to assist with the entertainment options available within the program format; produce a functional and artistic website; adapt our current logo; secure the trademark rights for "Thunder Valley Rally"; contract with a productions company; produce a "Guide to Ride" brochure; initiate social media opportunities for promotion and marketing; and

ultimately gather event vendors. With the early on infusion different than previous years, coupled with the 4-Coyotes invaluable experience, knowledge, as well as corporate dollars, Thunder Valley Rally could grow very rapidly. We are forecasting this year's event could roughly double in attendance compared to last year's, and as we continue this partnership the program may further grow. This is a new concept for the City, and a new company to launch opportunities for future success.

COST/FUNDING SOURCE

This is a partnership opportunity between the 4-Coyotes Productions L.L.C. and the City of Cottonwood. Initially, the City will be required to pay the company \$15,000 in working capital to support the Producer's activities and obligations under the agreement, which shall be subject to reimbursement as provided. The ultimate goal for this program success would be for both parties to recover their costs and to raise additional funds. All program revenue streams will be divided between the City and the 4-Coyotes. In addition T.V.R. will allow the Old Town Association to raise funds through programs, auctions and concessions.

ATTACHMENTS:

Name:	Description:	Type:
 Copy of TVR 2013 Revenue Responsibility.xls	TVR Checklist	Cover Memo
 Contracts 2013 - TVR - Event Promotion - 4-Coyotes LLC - sbh - 03-14-13 - v5.doc	4-Coyotes Contract Agreement Document	Cover Memo

Revenue - Responsibility - Distribution

	4-Coyotes	Entertainment/Ads	City	OTA 501(c)(3)
Event Guide	100% - 100%			
Sponsors	20% - 100%	80%		
Rides	20% - 100%	80%		
Vendors	20% - 100%	80%		
Vip Seating	50% - 100%		50%	
Auction	20% - 100%			80%
Poker Run				
50/50				100% - 100%
Bike Show			100% - 100%	
Bar	50% - 100%			25-50%
Merchandise	50% - 50%		50% - 50%	
Attractions	100%			
Fence/Barricade (600')			100%	
Porta-a-Johns (20?)			100%	
Light Towers (6)			100%	
Trash Containers			100%	
Clean-up Crew			100%	
Security			100%	
Event Insurance	100%		100%	
Event Poster/Flyer/Ads	Make these	"Wanted Posters"	100%	
Factory Demo Fleets	100%			
Facebook/Twitter	50%		50%	

CITY OF COTTONWOOD
CONTRACT FOR SERVICES
EVENT PRODUCTION AND PROMOTION – THUNDER VALLEY RALLY

THIS CONTRACT FOR EVENT PRODUCTION AND PROMOTION SERVICES (hereinafter referred to as this “Agreement”) is made this ____ day of _____, 2013 by and between 4-Coyotes Productions, LLC, an Arizona Limited Liability Company (“Producer”) and the CITY OF COTTONWOOD, an Arizona municipal corporation (“the City”).

RECITALS

A. The City desires and intends to sponsor a community event known as the “Thunder Valley Rally” on [DATES], 2013 (“the Event”), to provide entertainment for its residents, to promote the City as a tourist destination, and to generate economic activity throughout the City.

B. Producer has submitted a proposal to produce and promote the Event on the City’s behalf.

C. The City is willing to provide Producer with the opportunity to generate revenues from the Event, and to advance the sum of Fifteen Thousand Dollars (\$15,000.00) in “working capital” to Producer, in exchange for Producer’s covenants, promises, and services to be provided by Producer to the City as more particularly described below.

NOW, THEREFORE, in consideration of the foregoing and good and valuable consideration received, the parties hereto agree as follows:

1. Event Requirements. Producer shall cause the Event to comply with all of the following requirements:

1.1 The Event shall be held primarily within the corporate limits of the City of Cottonwood.

1.2 The Event shall be open to the public.

1.3 The Event shall be held on [dates].

1.4 ~~The Event shall be~~ Producer shall use its best efforts to ensure that the Event is of the same scale, quality, and attendance, and provide the same economic and other benefits to the public and other public benefits, or better, as were provided by the Event last year.

2. Producer's Duties and Responsibilities. Producer shall perform the following duties, functions, and services:

2.1 Producer shall produce and promote the Event, in consultation with the City. Without limitation, Producer shall be primarily responsible for scheduling, contracting, promotion, advertising and other responsibilities typically associated with putting on special events of this type and size.

2.2 Producer shall develop a website and logo for the Event. The website shall provide a link to the City's website. The City shall own and control all rights to the website and logo both during the term of this Agreement and after its expiration or termination. The City will reimburse for all of Producer's costs and expenses incurred in developing the Event website and logo, up to a maximum of [\$cap\$], and provided that such expenses were approved by the City in advance. Any expenses that exceed [\$cap\$], or that were not pre-approved by the City, will be borne by Producer.

2.3 Producer shall identify, contract with and pay for one or more nationally recognized musical acts to serve as headliners for the Event, along with other local/regional talent to support and compliment the headliners. All acts shall be selected in consultation with the City, and are subject to City approval.

2.4 Producer shall arrange, contract, and pay for any and all scheduling, sound, lighting, staging, equipment, ~~power distribution~~, loading/unloading, transportation, hospitality and other services and equipment required under the contracts between the Producer and any and all acts to perform at the Event. Producer shall give due consideration to local contractors and vendors for these and all other services required in connection with the Event.

2.5 Producer shall provide artwork for incorporation in printed promotional materials to be produced by the City and distributed by Promoter.

2.6 Producer shall coordinate the attendance and participation of any and all vendors and exhibitors who seek to sell, display, promote or advertise goods or services of any kind at the Event, including food and beer/wine concessions. The participation of all vendors and

exhibitors at the Event shall be subject to City approval. Producer may enter into revenue-sharing agreements with artists, vendors and other third parties with respect to sale of tickets to musical performances and the display, promotion or sale of goods and services during the performances or at any other time during the Event, including the sale of food and alcohol. Alternatively, Producer may engage in any of these activities directly, in concert with others or through designated agents, provided that all such activities and arrangements shall comply with all applicable federal, state and local laws, regulations, ordinances, rules and requirements.

2.7 Producer shall ensure that all performers, service providers, contractors and other vendors who provide services under contract with Producer in connection with the Event obtain general liability insurance that names the City as an additional insured in connection with any claim against the City arising out of any performance, work or services performed in connection with the Event. Certificates of insurance shall be provided to the City's Risk Manager no less than 30 days prior to the provision of any services in connection with the event by any performer, service provider, contractor or other vendor.

2.8 Producer shall publicly acknowledge the City support represented by this Agreement. Without limitation, all Event publicity, advertising and other activities before, during and after the Event shall acknowledge City's support, shall clearly indicate that the Event will occur within City's geographic boundaries, shall clearly indicate that the event is sponsored by City, and shall utilize (where appropriate in City's discretion) a logo provided by City. No other use of City's name is allowed in any form of advertising or public relations without prior City approval.

2.9 Producer shall provide a full accounting of its revenues and expenditures for the Event, and shall pay the City the lesser of the following two amounts within 10 days after the conclusion of the Event: (1) \$15,000.00, plus [#] of its net profits; or (2) the full amount of its net profits.

3. City's Duties and Responsibilities.

3.1 Within [#] days after the approval and execution of this Agreement, the City shall provide Producer with \$15,000.00 in "working capital" to support Producer's activities and obligations under this Agreement, which shall be subject to reimbursement as provided in subparagraph 2.9 above. *The parties explicitly acknowledge and agree that this is the maximum amount of funds the City will provide to or on behalf of Producer under this*

Agreement, and that Producer shall use its own funds to pay for any and all activities and obligations under this Agreement that require expenditures in excess of this amount.

3.2 The City shall provide reasonable and appropriate security and public safety services for the Event.

3.3 The City shall produce all printed/written promotional advertising for the Event for distribution by Producer (utilizing artwork provided by Producer), including but not limited to flyers, brochures, handbills and posters. The types and amounts of materials produced shall be determined by the City, in consultation with Producer, and in light of budget constraints and other considerations.

3.4 The City will provide a reasonable amount of guidance and assistance in the securing of any necessary licenses, permits, and approvals, although this remains Producer's primary responsibility.

3.5 The City will provide or arrange for all necessary power, power generation and power distribution.

3.6 The City will provide or arrange for fencing, lighting, portable restrooms, trash containers, stage set-up/strike, trash removal, and signage for the Event.

3.7 The City will indemnify Producer from and against claims arising out of the sole negligence or intentionally wrongful conduct of its employees, and only such claims, and shall cause Producer to be named as an additional insured on the City's liability insurance policy for this purpose.

4. Compliance With Law. This Agreement does not waive and is not a substitute for Producer's obligation to comply with all state, local and federal laws, policies and regulations applicable to the Event.

5. Term/Renewal/Extension. The term of this Agreement shall commence upon its execution by duly authorized representatives of both parties, and shall expire on December 31, 2013. Following the Event (and any subsequent Event produced by Producer), duly authorized representatives of the parties will confer for the purpose of debriefing the Event and discussing whether this Agreement should be renewed for the next ensuing year and/or extended to other City events, and to negotiate the terms of any such renewals/extensions.

6. Indemnification. To the fullest extent permitted by law, Producer, its successors, assigns and guarantors, shall defend, indemnify and hold harmless City, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of, or resulting from any negligent or intentional actions, acts, errors, mistakes or omissions caused in whole or part by Producer relating to the Event, and any work or services in the performance of this Agreement including, but not limited to, any subcontractors, suppliers or others connected with the Event or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Producer's or such other persons, customers or employees. Producer's indemnification obligations shall extend beyond and will not be affected by any termination of this Agreement.

7. Insurance. Producer shall purchase and maintain during the Event and during all setup and takedown of the Event insurance with coverages and limits as follows:

7.1 The following coverages are required:

7.1.1 "Occurrence" form Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate limit. Umbrella coverage in an amount of at least \$4,000,000.00 may be substituted for the \$2,000,000.00 General Aggregate coverage. The policy shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying.

7.1.2 Commercial/Business Automobile Liability insurance with a limit of not less than \$1,000,000, each accident with respect to the Producer owned, hired, and non-owned vehicles.

7.1.3 To the extent applicable, Workers Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Producer's employees; and Employers' Liability insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit. If any work is performed by third

parties, Producer will cause the third parties to provide Workers Compensation and Employers' Liability to at least the same extent as required of Producer.

7.1.4 If valet parking is offered, Garagekeepers Legal Liability with limits of not less than \$75,000 per vehicle.

7.1.5 ~~If alcohol is sold at the Event,~~ liquor Liquor liability insurance with a limit of not less than \$5,000,000 for each occurrence and \$5,000,000 aggregate.

7.2 For all insurance policies except Workers Compensation, City shall be named as additional insured.

7.3 City's Risk Management Division may increase or change required insurance coverage and limits from time to time depending on the size, scope and nature of the activities of the Event. No reduction in coverage or policy limits is effective without the written approval of City's Risk Manager or her designee.

7.4 Producer shall purchase and maintain all required insurance from insurance companies licensed to do business in the State of Arizona, or from qualified non-admitted insurers who are authorized to do business in the State of Arizona.

7.5 Producer shall provide City, prior to the Event, certificates of insurance as evidence that the required insurance coverages and limits are in full force and effect.

8. Miscellaneous. The following additional provisions shall apply:

8.1 Assignment. Producer's obligations and rights hereunder shall not be assigned or delegated, in whole or in part, without City's prior written consent.

8.2 Cancellation. This Agreement is subject to cancellation pursuant to the provisions of ARS Section 38-511.

8.3 Modifications. Any amendment or modification from the terms of the Agreement shall be in writing and shall be effective only upon approval of all parties.

8.4 Severability. If any term or provision of this Agreement shall be found to be illegal or unenforceable, the remainder of this Agreement shall remain in full force and effect, and such term or provision shall be deemed to be deleted.

8.5 Attorney's Fees. If any party brings any action for any relief, declaratory or otherwise, arising out of this Agreement, the prevailing party shall be entitled to receive from the non-prevailing party reasonable attorney's fees, costs, and expenses, determined by a court sitting without a jury, which shall be deemed to have accrued on the commencement of such action.

8.6 Authority. The person executing this Agreement on behalf of Producer warrants and represents to have full power and authority on behalf of Producer to enter into and perform this Agreement.

8.7 Notices. Notices hereunder shall be given in writing by hand delivery or by United States mail, return receipt requested, postage prepaid addressed to:

If to City: Richard Faust

If to Producer: 4-Coyotes Productions, LLC
9375 E. Shea Blvd. Ste. 100
Scottsdale, AZ 85260-6986

By notice from time to time, City or Producer may designate any other address for receiving mailed notice hereunder. Service of any notice by mail shall be deemed to be complete three (3) days (excluding Saturday, Sunday and legal holidays) after the notice is deposited in the United States mail.

8.8 Third Parties. There are no third party beneficiaries to this Agreement.

8.9 Independent Contractor. For all purposes under this Agreement, Producer is and shall be considered an independent contractor, and not an agent, employee, officer, or representative of the City.

8.10 Employment of Unauthorized Workers. Producer shall comply with A.R.S. §23-211, et seq. and all other applicable federal, state and local laws and regulations that relate to Producer's employees (collectively, the "Unauthorized Worker Laws"). Producer shall cause its contractors to comply with the Unauthorized Worker Laws as respects the contractors' employees. Without limitation, Producer warrants and represents pursuant to A.R.S. §41-

4401(A)(1) that Producer and its contractors comply with A.R.S. §23-214(A). Pursuant to A.R.S. §41-4401(A)(2), a breach of this paragraph shall be a material breach of this Agreement and an event of default, which shall entitle City to exercise any and all remedies described in this Agreement or otherwise available at law or equity, including without limitation termination of this Agreement. However, pursuant to A.R.S §41-44-1(C), Producer shall not be deemed to be in material breach of the warranty if Producer and its contractors establish that they have complied with the employment verification provisions prescribed by §274A and §274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214(A). City shall have the right to inspect the records and papers of Producer and its employees, and of Producer's contractors and their employees, to ensure that Producer and its contractors are in compliance with this paragraph.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names as of the date first stated above.

PRODUCER: _____

By: _____

Its: _____

CITY: CITY OF COTTONWOOD, a
municipal corporation

By: _____
Mayor

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

By: _____
City Attorney

Risk Management Director

