

A M E N D E D A G E N D A

REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, TO BE HELD APRIL 3, 2012, AT 6:00 P.M., AT THE CITY COUNCIL CHAMBERS BUILDING, 826 NORTH 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. 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.H.) Comments are limited to a 5 minute time period.
- VI. APPROVAL OF MINUTES—Joint Work Session of March 13, 2012 & Special Work Session of March 22, 2012.
- VII. UPDATE BY CASEY ROONEY, ECONOMIC DEVELOPMENT DIRECTOR, AND KIMBER LANNING FROM ARIZONA FIRST, ON THE “COTTONWOOD BUY LOCAL” PROGRAMS.

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

- VIII. UNFINISHED BUSINESS—None.
- IX. 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. SPECIAL EVENT LIQUOR LICENSE APPLICATION SUBMITTED BY JOSHUA BARTOSH, APPLICANT FOR THE OLD TOWN ASSOCIATION, FOR THE SETUP OF A BEER GARDEN AT 1101 NORTH MAIN STREET AS PART OF THE SALSA FESTIVAL SCHEDULED FOR APRIL 28, 2012, IN OLD TOWN.
 2. SPECIAL EVENT LIQUOR LICENSE APPLICATION SUBMITTED BY TERRA SHANKS, APPLICANT FOR THE VERDE VALLEY FAIR ASSOCIATION, FOR THE VERDE VALLEY FAIR SCHEDULED FOR MAY 3-6, 2012, AT THE VERDE VALLEY FAIRGROUNDS LOCATED AT 800 EAST CHERRY STREET.

A G E N D A
April 3, 2012/Page 2

- X. NEW BUSINESS—The following items are for Council discussion, consideration, and possible legal action.
1. CONSIDERATION OF THE ADDITION OF A SAMPLING PRIVILEGE LIQUOR LICENSE TO THE CURRENT BEER AND WINE LIQUOR LICENSE HELD BY ROBERT W. DONAHUE, APPLICANT FOR THE DON'S SMOKE SHOP LOCATED AT 903A NORTH MAIN STREET.
 2. AWARD OF BID FOR THE COMPACTOR STATION SOLID WASTE HAULING.
 3. SUBMITTAL OF A YAVAPAI COUNTY COMMUNITY FOUNDATION CANINE ENFORCEMENT GRANT FOR THE POLICE CANINE VETERINARY EXPENSES.
 4. RESOLUTION NUMBER 2635—AUTHORIZING THE SUBMISSION OF A GRANT PROPOSAL IN CONNECTION WITH THE GOVERNOR'S OFFICE OF HIGHWAY SAFETY FISCAL YEAR 2013 FUNDING CYCLE FOR DUI TASK FORCE DETAILS AND UNDERAGE DRINKING ENFORCEMENT OVERTIME.
 5. RESOLUTION NUMBER 2636—AUTHORIZING THE SUBMISSION OF A GRANT PROPOSAL IN CONNECTION WITH THE GOVERNOR'S OFFICE OF HIGHWAY SAFETY FISCAL YEAR 2013 FUNDING CYCLE TO ASSIST WITH SELECTIVE TRAFFIC ENFORCEMENT DETAIL OVERTIME COSTS.
 6. RESOLUTION NUMBER 2637—MAKING KNOWN THE CITY'S COMMITMENT TO THE PRINCIPLE OF FAIR HOUSING, AND DESCRIBING ACTIONS IT SHALL UNDERTAKE TO AFFIRMATIVELY FURTHER FAIR HOUSING, AND DECLARING APRIL AS FAIR HOUSING MONTH IN COTTONWOOD.
- XI. CLAIMS & ADJUSTMENTS
- XII. 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.

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



 Print

Meeting Date:	April 3, 2012
Subject:	Special Event Liquor License Application for the Old Town Association.
Department:	City Clerk
From:	Marianne Jimenez, City Clerk

REQUESTED ACTION

Consideration of recommendation of approval or denial for a Special Event Liquor License application from Joshua Bartosh, applicant for the Old Town Association.

SUGGESTED MOTION

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

"I move to recommend approval of the Special Event Liquor License Application for Joshua Bartosh, applicant for the Old Town Association, for an beer garden to be located at 1101 N. Main Street for an Old Town event scheduled for April 28, 2012."

BACKGROUND

Joshua Bartosh has submitted a Special Event Liquor License Application on behalf of the Old Town Association for the Salsa Festival scheduled for April 28, 2012, in Old Town. The application is for the setup of a beer garden to be located at 1101 N. Main Street.

JUSTIFICATION/BENEFITS/ISSUES

All Special Event Liquor License applications that are submitted to the Arizona Department of Liquor Licenses & Control (ADLLC) for events located within the City of Cottonwood are presented to the Council for its recommendation of approval or denial of the application. The Council's recommendation is taken into consideration by the ADLLC prior to their final approval of the application.

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:	Description:	Type:
 4-3-12 OTA Special Event LL.pdf	4-3-12 OTA Special Event LL	Backup Material

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

800 W Washington 5th Floor
Phoenix, Arizona 85007-2934
(602) 542-5141

APPLICATION FOR SPECIAL EVENT LICENSE

Fee = \$25.00 per day for 1-10 day events only
A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

NOTE: THIS DOCUMENT MUST BE FULLY COMPLETED OR IT WILL BE RETURNED.
PLEASE ALLOW **10** BUSINESS DAYS FOR PROCESSING.

****Application must be approved by local government before submission to Department of Liquor Licenses and Control. (Section #20)**

DLLC USE ONLY
LICENSE #

1. Name of Organization: Old Town Association
2. Non-Profit/I.R.S. Tax Exempt Number: 86 0723220
3. The organization is a: (check one box only)
- Charitable Fraternal (must have regular membership and in existence for over 5 years)
- Civic Religious Political Party, Ballot Measure, or Campaign Committee
4. What is the purpose of this event? on-site consumption off-site consumption (auction) both

5. Location of the event: 1101 N. Main St. Cottonwood Yavapai 86326
Address of physical location (Not P.O. Box) City County Zip

Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Question #1. (Signature required in section #18)

6. Applicant: Bartosh Joshua J 7/15/1973
Last First Middle Date of Birth

7. Applicant's Mailing Address: 926 N Main St. Cottonwood AZ 86326
Street City State Zip

8. Phone Numbers: () (928) 634-5535 (928) 300-9154
Site Owner # Applicant's Business # Applicant's Home #

9. Date(s) & Hours of Event: (see A.R.S. 4-244(15) and (17) for legal hours of service)

	Date	Day of Week	Hours from A.M./P.M.	To A.M./P.M.
Day 1:	<u>4/28/2012</u>	<u>Saturday</u>	<u>12 pm - 11 pm</u>	<u>11 pm</u>
Day 2:	_____	_____	_____	_____
Day 3:	_____	_____	_____	_____
Day 4:	_____	_____	_____	_____
Day 5:	_____	_____	_____	_____
Day 6:	_____	_____	_____	_____
Day 7:	_____	_____	_____	_____
Day 8:	_____	_____	_____	_____
Day 9:	_____	_____	_____	_____
Day 10:	_____	_____	_____	_____

*Disabled individuals requiring special accommodations, please call (602) 542-9027

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?
 YES NO (attach explanation if yes)

11. This organization has been issued a special event license for 3 days this year, including this event
(not to exceed 10 days per year).

12. 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.

13. 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.**

Name Old Town Association 100%
Percentage

Address _____

Name _____ Percentage

Address _____

(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES."

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

 # Police Fencing
4 # Security personnel Barriers

Beer garden format, 1500 square feet, one entrance
with a door person

16. Is there an existing liquor license at the location where the special event is being held? YES NO
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use? YES NO

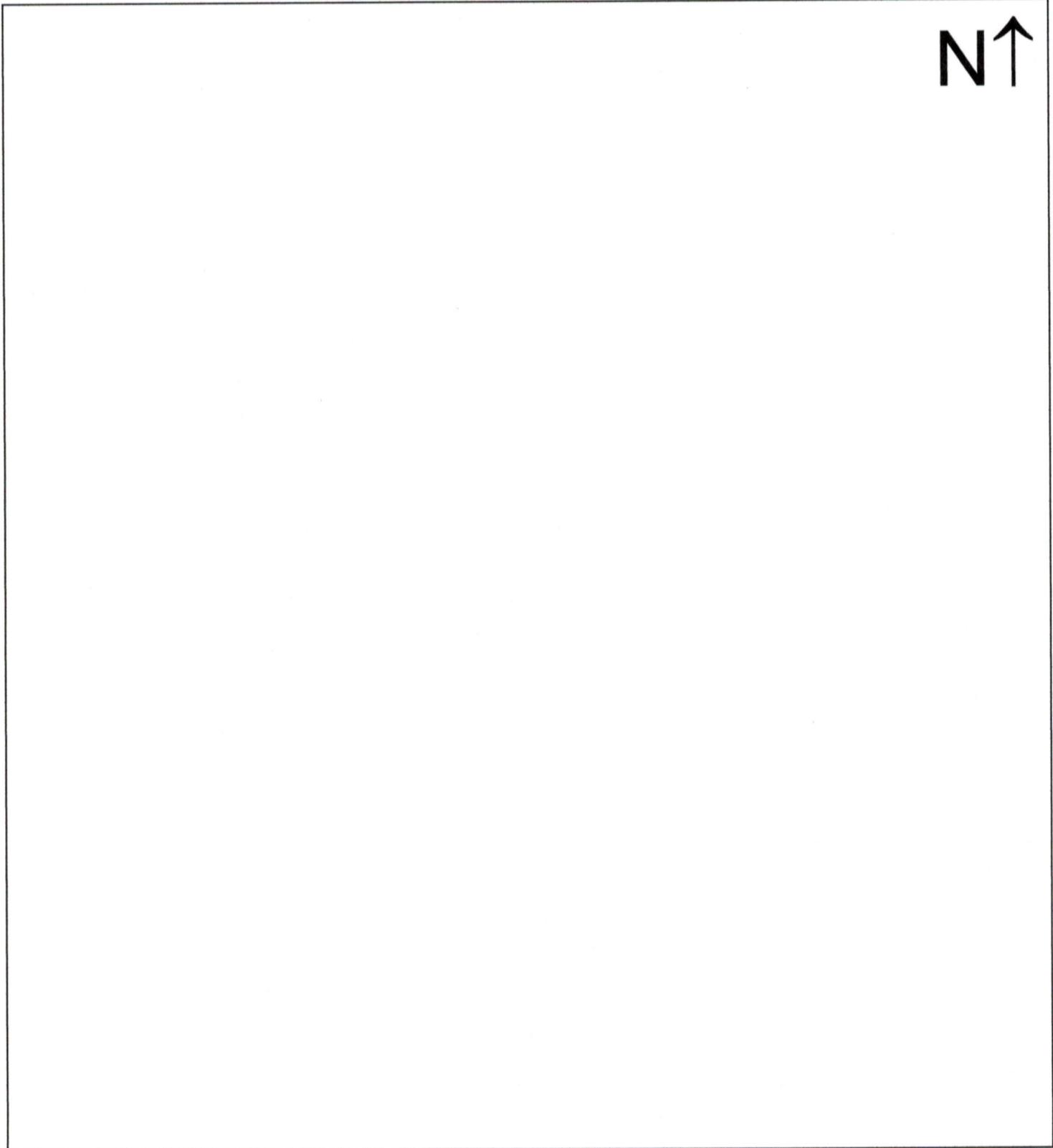
(ATTACH COPY OF AGREEMENT)

Name of Business () Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page 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 positions.

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



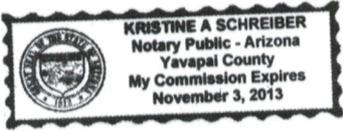


* Beer Garden will be service area with one manned entrance and exit. Taped barriers with fencing.

THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1

18. I, Lisa Anne Pender declare that I am an Officer/Director/Chairperson appointing the applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X [Signature] President 3/6/12 (25)300-6613
 (Signature) (Title/Position) (Date) (Phone #)



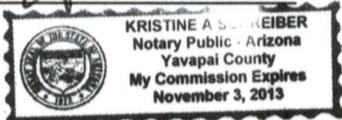
State of Arizona County of Yavapai
 The foregoing instrument was acknowledged before me this 6TH March 2012
 Day Month Year

My Commission expires on: 11-3-2013 Kristine A Schreiber
 (Date) (Signature of NOTARY PUBLIC)

THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6

19. I, Joshua Jason Burtosh declare that I am the APPLICANT filing this application as listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.

X [Signature] State of Arizona County of Yavapai
 The foregoing instrument was acknowledged before me this 6TH March 2012
 Day Month Year



My commission expires on: 11-3-2013 Kristine A Schreiber
 (Date) (Signature of NOTARY PUBLIC)

You must obtain local government approval. City or County MUST recommend event and complete item #20. The local governing body may require additional applications to be completed and submitted 60 days in advance of the event. Additional licensing fees may also be required before approval may be granted.

LOCAL GOVERNING BODY APPROVAL SECTION

20. I, _____ hereby recommend this special event application
 (Government Official) (Title)
 on behalf of _____
 (City, Town or County) (Signature of OFFICIAL) (Date)

FOR DLLC DEPARTMENT USE ONLY

Department Comment Section:

 _____ (Employee) _____ (Date)

APPROVED DISAPPROVED BY: _____

 _____ (Title) _____ (Date)

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date: April 3, 2012

Subject: Special Event Liquor License Application for the Verde Valley Fair Association.

Department: City Clerk

From: Marianne Jimenez, City Clerk

REQUESTED ACTION

Consideration of recommendation of approval or denial for a Special Event Liquor License application from Terra Shanks, applicant for the Verde Valley Fair Association.

SUGGESTED MOTION

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

"I move to recommend approval of the Special Event Liquor License Application for Terra Shanks, applicant for the Verde Valley Fair Association, Inc., for the dates of May 3-6, 2012, at the Verde Valley fairgrounds located at 800 E. Cherry Street."

BACKGROUND

Terra Shanks has submitted a Special Event Liquor License Application on behalf of the Verde Valley Fair Association for the Verde Valley Fair scheduled for May 3-6, 2012, at the fairgrounds located at 800 E. Cherry Street.

JUSTIFICATION/BENEFITS/ISSUES

All Special Event Liquor License applications that are submitted to the Arizona Department of Liquor Licenses & Control (ADLLC) for events located within the City of Cottonwood are presented to the Council for its recommendation of approval or denial of the application. The Council's recommendation is taken into consideration by the ADLLC prior to their final approval of the application.

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:

Description:

Type:

4-3-

[12_VVFA_Special_Event_LL.pdf](#)

Verde Valley Fair Association Special Event Liquor License Application

Backup Material

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?
 YES NO (attach explanation if yes)

11. This organization has been issued a special event license for 9 days this year, including this event (not to exceed 10 days per year).

12. 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.

13. 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.

Name Verde Valley Fair Association 100%
Percentage

Address 500 E. Cherry Street - Cottonwood, AZ 86326

Name _____ Percentage _____

Address _____

(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES."

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

6-14 # Police Fencing
6-14 # Security personnel Barriers

Dependent on the day; there will be anywhere between 6 and 14 guards available for patrolling the premises.

16. Is there an existing liquor license at the location where the special event is being held? YES NO
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use? YES NO

(ATTACH COPY OF AGREEMENT)

Verde Valley Fair Association (928) 634-3290
Name of Business Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page 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 positions.

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.

N↑

See Attached

12th Street

Parking Lot

Parking Lot

Arena

Carnival

Main Entrance

Participant Entrance

Stage

Gyberg Bulding

Cattle Barn

Sheep & Swine Barn

7	6	5	4	
8				
9				
10				
11	12	13	14	15

Rest Rooms

16	17	18	19	20	21
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Fine Arts Building

Carnival

29	Beer Booth					24
30	Rest Rooms	Fair Office				25
31						26
32					Beer Booth	27

23

22

Pony Ride

Small Stock Show Ring

Taylor Barn

Show Barn

Petting Zoo

Commercial Building

Main Stage

33
34
35
36

Stage

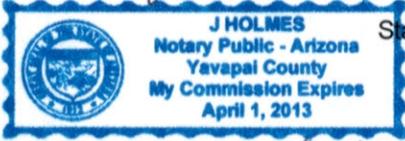
38
39
40

Carnival

THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1

18. I, Mary M. Valenzuela declare that I am an Officer/Director/Chairperson appointing the applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X Mary M. Valenzuela Secretary 3/21/12 (928) 634-4986
(Signature) (Title/Position) (Date) (Phone #)



State of Yavapai County of Arizona

The foregoing instrument was acknowledged before me this

21st March 2012
Day Month Year

My Commission expires on: April 1, 2013
(Date)

J Holmes
(Signature of NOTARY PUBLIC)

THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6

19. I, Terra Shanks declare that I am the APPLICANT filing this application as listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.

X Terra Shanks State of Arizona County of Yavapai
(Signature) The foregoing instrument was acknowledged before me this



22 March 2012
Day Month Year

My commission expires on: July 28, 2013
(Date)

Celestia Ziemkowski
(Signature of NOTARY PUBLIC)

You must obtain local government approval. City or County MUST recommend event and complete item #20. The local governing body may require additional applications to be completed and submitted 60 days in advance of the event. Additional licensing fees may also be required before approval may be granted.

LOCAL GOVERNING BODY APPROVAL SECTION

20. I, _____ hereby recommend this special event application
(Government Official) (Title)
on behalf of _____
(City, Town or County) (Signature of OFFICIAL) (Date)

FOR DLLC DEPARTMENT USE ONLY

Department Comment Section:

(Employee) (Date)

APPROVED DISAPPROVED BY: _____
(Title) (Date)

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	April 3, 2012
Subject:	Request for Approval of the Addition of Sampling Privileges to the Current Beer and Wine Liquor License for Don's Smoke Shop.
Department:	City Clerk
From:	Marianne Jimenez, City Clerk

REQUESTED ACTION

Consideration of recommendation of approval or denial of a request by Robert W. Donahue, applicant for the Don's Smoke Shop to add sampling privileges to his current beer and wine liquor license.

SUGGESTED MOTION

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

"I move to recommend approval of the addition of sampling privileges to the current beer and wine liquor license held by Don's Smoke Shop."

BACKGROUND

A Sampling Privileges Liquor License Application was received from the Arizona Department of Liquor Licenses & Control for Robert W. Donahue, applicant for Don's Smoke Shop located at 903A North Main Street in Old Town Cottonwood. Mr. Donahue currently holds a beer and wine liquor license. The addition of sampling privileges to his current liquor license would allow Mr. Donahue to offer beer and wine sample tastings to customers.

No comments for or against the application have been received.

JUSTIFICATION/BENEFITS/ISSUES

All Liquor License applications that are submitted to the Arizona Department of Liquor Licenses & Control (ADLLC) for establishments located within the City of Cottonwood are presented to the Council for its recommendation of approval or denial of the application. The Council's recommendation is taken into consideration by the ADLLC prior to their final approval of the application.

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:	Description:	Type:
 4-3-12 Don's Smoke Shop LL Application.pdf	Robert W. Donahue (Don's Smoke Shop) Application	Backup Material

State of Arizona
Department of Liquor Licenses and Control

JAN 26 11:50 AM

800 W. Washington 5th Floor
Phoenix, Arizona 85007
(602) 542-5141

<input type="checkbox"/>	Liquor Store (series 9)
<input checked="" type="checkbox"/>	Beer and Wine Store (series 10)

Sampling Privileges Form

Applicant's Name: Robert Walter Donahue (check one) Owner Agent

Mailing Address: P.O. Box 296 Cornville AZ Yavapai 86325
Street Address or P.O. Box City State County Zip Code

Business Phone Number: (928) 634-8444 Email: donahueart@cableone.net

Business Name: Don's Smoke Shop Current License #: 10133230

Physical Location of Business:

903A N. Main ST Cottonwood AZ Yavapai 86325
Street Address City State County Zip Code

I, Robert Walter Donahue, understand that, upon approval, sampling privileges for the liquor license identified above will require compliance with the following:

Initial Here

- RWD 1. Any open product shall be kept locked by the licensee when the sampling area is not staffed.
- RWD 2. The licensee is otherwise subject to all other provisions of this title. The licensee is liable for any violation of this title committed in connection with the sampling.
- RWD 3. The licensed retailer shall make sales of sampled products from the licensed retail premises.
- RWD 4. The licensee shall not charge any customer for the sampling of any products.
- RWD 5. The sampling shall be conducted under the supervision of an employee of a sponsoring distiller, vintner, brewer, wholesaler or retail licensee.
- RWD 6. Accurate records of sampling products dispensed shall be retained by the licensee.
- RWD 7. Sampling shall be limited to three ounces of beer or cooler-type products, one ounce of wine and one ounce of distilled spirits per person, per brand, per day.
- RWD 8. The sampling shall be conducted only on the licensed premises.
- RWD 9. Upon approval of this form, a license for a liquor store with sampling privileges (series 9S) or a beer and wine store with sampling privileges (series 10S) will be issued and mailed to the licensee's address of record. The license must be displayed in a conspicuous public area of the licensed premises that is readily accessible for inspection by any peace officer, distributor, wholesaler or member of the public. (A.R.S. §4-261.01)

AWP 10. Liquor store license sampling privileges are not transferable.

AWP 11. I have read, understand, and assume responsibility for compliance with A.R.S. §4-206.01. *12 JAN 25 11am Dept # 150

A.R.S. §4-206.01. Bar, beer and wine bar or liquor store licenses; number permitted; fee; sampling privileges

1. Any open product shall be kept locked by the licensee when the sampling area is not staffed.
2. The licensee is otherwise subject to all other provisions of this title. The licensee is liable for any violation of this title committed in connection with the sampling.
3. The licensed retailer shall make sales of sampled products from the licensed retail premises.
4. The licensee shall not charge any customer for the sampling of any products.
5. The sampling shall be conducted under the supervision of an employee of a sponsoring distiller, vintner, brewer, wholesaler or retail licensee.
6. Accurate records of sampling products dispensed shall be retained by the licensee.
7. Sampling shall be limited to three ounces of beer or cooler-type products, one ounce of wine and one ounce of distilled spirits per person, per brand, per day.
8. The sampling shall be conducted only on the licensed premises.

I, Robert Walter Dowe Kuo, attest that I am the OWNER/AGENT filing this form, that I have read, and assume responsibility for compliance with, A.R.S. §4-206.01 at the licensed establishment named on page 1, and verify all statements I have made on this document to be true, correct and complete. I understand that I am responsible for the \$100 issuance fee and the annual \$ 60 renewal fee for these sampling privileges. Sampling privilege renewal fees are due at the same time as the renewal for the "current license #" identified on page 1 of this application.

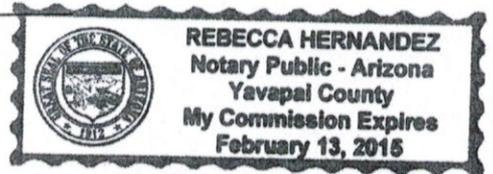
[Signature] _____ Title Pres. Date 1/24/12

Notarized Signature

The forgoing instrument was acknowledged before me this 24th of January, 2012.
day month year

Notary Public: Rebecca Hernandez
Signature

My commission expires: 2 day, 13 month, 2015 year



For DLLC Use Only

S License #: _____ Date of issuance: ____/____/____

Issuance fee applicable? Yes No \$100 issuance fee collected

Initials: _____

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	April 3, 2012
Subject:	Compactor Station Solid Waste Hauling Bids for the Cottonwood Transfer
Department:	Development Services
From:	Morgan Scott, Development Services Operations Manager

REQUESTED ACTION

Consider awarding the compactor station solid waste hauling services to Waste Management Inc

SUGGESTED MOTION

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

I move to award the compactor station solid waste hauling contract to Waste Management Inc.

BACKGROUND

On March 1st 2012, the City assumed the operations of the solid waste transfer station located at 1500 West Mingus Ave near the City's Public Works Facility. Since that time the city has temporarily been working with Waste Management Inc., the former operator of the station, to remove and haul the solid waste from the transfer station.

A more permanent solution is required to guarantee the City the best rate on solid waste hauling and to assure the company providing the hauling will respond quickly to the City's request, therefore an invitation to bid was advertised inviting companies to submit bids to provide solid waste hauling for the City. Only one company, Waste Management Inc., submitted a bid, however their rates were very competitive. The existing rates with waste management are \$250 per pull and an additional \$40 per ton of waste disposed. The new rates obtained from the advertisement for bids are \$99 per pull and an additional \$32.50 per ton of waste disposed.

The contract will not only lock in a lower rate for the City, but will also guarantee the hauling company provide prompt service for the City.

JUSTIFICATION/BENEFITS/ISSUES

-Approving the contract with Waste Management Inc. will lock in a low rate to haul and dispose solid waste.

-Approving the contract with Waste Management Inc., will guarantee prompt service from Waste Management Inc.

COST/FUNDING SOURCE

General Fund and revenue from the solid waste transfer station

ATTACHMENTS:

Name:	Description:	Type:
 Solicitation Tabulation Form.pdf	Solicitation Tabulation Form	Cover Memo
 Waste Management Bid, 3-9-12.pdf	Waste Mangement Bid	Cover Memo

Solid Waste Disposal

March 9, 2012

Submitted to:

City of Cottonwood
816 North Main Street
Cottonwood, AZ 86326

Submitted by:

Waste Management of Arizona, Inc.
23355 Hwy 169 (Mile Post 11)
Dewey, AZ 86337

Please contact:

Dusty Ralston, Operations Manager
RRalston@wm.com | (928) 925-6249

Bill Day, HOA Sales Representative
BDay2@wm.com | (602) 305-3713

Addendum 1 Received

THINK GREEN®



BIDDER'S CHECK LIST

- 1. The bid has been signed in the Bid Section (bids not signed in this section will **not** be considered).
- 2. The bid prices offered have been reviewed.
- 3. All items listed on the Bid Section have been responded to as applicable/required (see Information and Instructions to Bid Section 4.5).
- 4. Any addendums have been included/noted on Bid Section.
- 5. Disclosure of Responsibility Statement (Exhibit C) has been signed and included with bid.
- 6. Affidavit of Non-Collusion (Exhibit D) has been signed and included with bid.
- 7. Contractor Immigration Warranty (Exhibit E) has been included with bid.
- 8. Certificate of Insurability (Exhibit F) has been signed and included with bid.
- 9. The mailing envelope/package has been addressed to:

Location:

City of Cottonwood Administrative Services Department
Purchasing Division
816 N. Main Street
Cottonwood, AZ 86326

- 10. Bid package/envelope has been identified with bid number and title.
- 11. The bid is mailed in time to be received and stamped in by an Administrative Services representative no later than specified time on designated date (otherwise the bid cannot be considered).

**Exhibit B
BID SECTION**

(Including all information required to be submitted with Bid)

1. Bidder Information:

Firm Name: Waste Management of Arizona, Inc.

Contact Name: Dusty Ralston

Principal Address: 23355 East Highway 169 Mile Post 11
Dewey, AZ 86327

Phone: 602-725-0397 Fax: _____

E-Mail: RRalston@wm.com

Local Address: 23355 East Highway 169 Mile Post11
Dewey, AZ 86327

Type of Organization: Corporation

Tax ID #: 86-0198265 License #: 07-128641-Y

2. Exceptions to IFB (§4.5.4 Exceptions to IFB): n/a

3. Disclosure of Debarment Information (§4.5.5 Disclosure): n/a

4. Prices:

A. Landfill Disposal Unit Cost: \$ 32.50 per ton.

B. Minimum Price Per Haul: \$ 99.00

C. Prompt Payment Terms: Net 30

D. Tax Percentage: _____

E. Will you accept a City Procurement Card (MasterCard) for payment of invoices? yes

F. Will you accept Automated Clearinghouse (ACH) for payment of invoices? yes

5. References (must be provided):

Provide names, addresses and telephone numbers of government agencies/businesses to which you have provided similar goods or services.



A. Entity: City of Cottonwood
Address: 111 North Main Street Cottonwood, AZ 86326
Contact: Dan Lueder
Phone: 928-634-5527
Goods or services supplied and when provided: Trash and Recycling Services

B. Entity: Kyrene School District No. 28
Address: 8700 South Kyrene Road Tempe, AZ 85284
Contact: Jani Fasulo
Phone: 480-783-4032
Goods or services supplied and when provided: Trash and Recycling Services

C. Entity: Chandler Unified School District
Address: 1525 West Frye Road Chandler, AZ 85224
Contact: Lew Schroeder
Phone: 480-812-7200
Goods or services supplied and when provided: Trash and Recycling Services

6. List of Subcontractors (must be provided):

Provide names, addresses and telephone numbers of subcontractors for which you anticipate utilizing for these services.

A. Entity: n/a
Address: _____
Contact: _____
Phone: _____



7. Receipt of Addenda:

Bidder acknowledges receipt of the following Solicitation Addendum(s):

<u>Addendum No.</u>	<u>Date</u>
<u>1</u>	<u>3-2-12</u>
_____	_____
_____	_____

8. Other Information Requested: _____

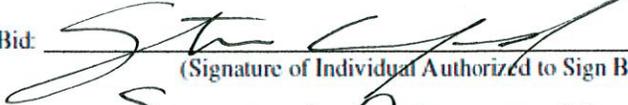
9. Intent to be Bound by Bid: 
(Signature of Individual Authorized to Sign Bid)
STEVEN CRAWFORD
(Printed Name of Individual Authorized to Sign Bid)



Exhibit D
NON-COLLUSION AFFIDAVIT

STATE OF: Arizona)
CITY OF: Cottonwood) ss

Steve Crawford

(Name of Company, Representative)

being first duly sworn, deposes and says:

That she/he is Manager, Government Contracting Services of Waste Management of Arizona, Inc.
(Title) (Name of Company)
and

That pursuant to Section 112 (C) of Title 23 USC or other applicable laws, he/she certifies as follows:

That neither he/she nor anyone associated with the said

Waste Management of Arizona, Inc.

(Name of Company)

has, directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding for the bid for the:

SOLID WASTE DISPOSAL

This bid is genuine and not made in the interest of or on behalf of any undisclosed firm or corporations and is not submitted to conform to any agreement or rules of any group, association, organization or corporation. Bidder has not submitted a false bid or solicited whether directly or indirectly with any other Bidder to submit a false bid which would give one particular bid any advantage over others or the owner.

By: [Signature]
(Signature of Individual/Representative)

STATE OF: FLORIDA)
COUNTY OF: NASSAU) ss

On this the 3rd day of MARCH, 2012, before me, the undersigned NOTARY PUBLIC, personally appeared STEVEN CRAWFORD, who acknowledged to me that they executed the foregoing instrument for the purposes therein contained.

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

[Signature of Susan N. Frazier]
NOTARY PUBLIC
My Commission Expires: 3/30/2012



SEAL



Exhibit E
CONTRACTOR IMMIGRATION WARRANTY
(To Be Completed by Contractor Prior to Execution of Contract)

A.R.S. § 41-4401 (Government procurement, E-verify requirement, definitions) requires as a condition of your Contract, verification of compliance by the Contractor and subcontractors with the Federal Immigration and Nationality Act (FINA), all other Federal immigration laws and regulations, and A.R.S. § 23-214 related to the immigration status of its employees.

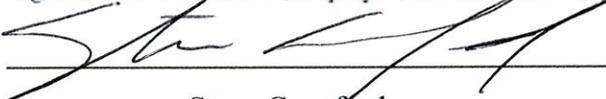
By completing and signing this form the Contractor shall attest that it and all subcontractors performing work under the cited contract meet all conditions contained herein.

Contract Number: 2012-PW-16			
Name (as listed in the contract): Solid Waste Disposal			
Street Name and Number: 816 North Main Street			
City: Cottonwood	State: AZ	Zip Code: 86326	

I hereby attest that:

1. The Contractor complies with the Federal Immigration and Nationality Act (FINA), all other Federal immigration laws and regulations, and A.R.S. § 23-214 related to the immigration status of those employees performing work under this Contract;
2. The Contractor shall verify, through the U.S. Department of Homeland Security's E-Verify program, the employment eligibility of each employee who provides services or labor in Arizona for wages or other remuneration, and that it shall require its subcontractors and sub-subcontractors to provide the same warranties to Contractor.
3. All subcontractors performing work under this Contract comply with the Federal Immigration and Nationality Act (FINA), all other Federal immigration laws and regulations, and A.R.S. § 23-214 related to the immigration status of their employees.
4. The Contractor acknowledges that a breach of this warranty by the Contractor or by any subcontractor or sub-subcontractor under this Contract shall be deemed a material breach of this Contract, and is grounds for penalties, including termination of this Contract, by Owner.
5. Owner retains the legal right to inspect the papers of Contractor, and any subcontractor and sub-subcontractor employee who performs work under this Contract, and to conduct random verification of the employment records of Contractor and each subcontractor and sub-subcontractor who works on this Contract, to ensure that Contractor and each subcontractor and sub-subcontractor is complying with the warranties set forth above.

Signature of Contractor (Employer) or Authorized Designee:


Printed Name: Steve Crawford

Title: Manager, Government Contracting Services

Date (month/day/year): March 1, 2012

Exhibit F
CERTIFICATE OF INSURABILITY

I hereby certify that as a Bidder to City of Cottonwood (City) for Solicitation No. _____, I am fully aware of insurance requirements contained in the Contract and by the submission of this bid. I hereby assure City that I am able to produce the insurance coverage required should I be selected to be awarded the Contract.

Should I be awarded the Contract by City and then become unable to produce the insurance coverage specified within ten (10) working days, I am fully aware and understand that I may not be considered for further projects by City.



Signature of Bidder

Waste Management of Arizona, Inc.
Company

March 1, 2012

Date

Sample Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

1/1/2012

DATE (MM/DD/YYYY)
12/30/2010

PRODUCER LOCKTON COMPANIES, HOUSTON LOCKTON COMPANIES OF HOUSTON 5847 SAN FELIPE, SUITE 320 HOUSTON TX 77057	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED 1300299 WASTE MANAGEMENT HOLDINGS, INC. & ALL AFFILIATED, RELATED & SUBSIDIARY COMPANIES INCLUDING: WASTE MANAGEMENT NATIONAL SERVICES INC.	INSURERS AFFORDING COVERAGE	NAIC #
	INSURER A : ACE American Insurance Company	22667
	INSURER B : Indemnity Insurance Co of North America	43375
	INSURER C : ACE Property & Casualty Insurance Co	20699
	INSURER D	
	INSURER E	

COVERAGES **AJ**
THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER AND THE CERTIFICATE HOLDER.
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADDITIONAL LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU INCLUDED <input checked="" type="checkbox"/> ISO FORM CG 0001 1207 GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC	HDO G25524937	1/1/2011	1/1/2012	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 6,000,000 PRODUCTS - COMP/OP AGG \$ 6,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> MCS-90	MMT H08631463	1/1/2011	1/1/2012	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO	NOT APPLICABLE			AUTO ONLY - EA ACCIDENT \$ XXXXXXXX OTHER THAN EA ACC \$ XXXXXXXX AUTO ONLY - AGG \$ XXXXXXXX
C		EXCESS & UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> UMBRELLA FORM RETENTION \$	XOO G25828562	1/1/2011	1/1/2012	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$ XXXXXXXX \$ XXXXXXXX \$ XXXXXXXX
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	WLR C46469768 (AOS)	1/1/2011	1/1/2012	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
A		Y/N <input checked="" type="checkbox"/> N	WLR C4646977A (CA & MA)	1/1/2011	1/1/2012	E.L. EACH ACCIDENT \$ 3,000,000
A			SCF C46469781 (WI)	1/1/2011	1/1/2012	E.L. DISEASE - EA EMPLOYEE \$ 3,000,000
A						E.L. DISEASE - POLICY LIMIT \$ 3,000,000
A		OTHER EXCESS AUTO LIABILITY	XTR H08631473	1/1/2011	1/1/2012	COMBINED SINGLE LIMIT \$9,000,000 (EACH ACCIDENT)

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENTS/SPECIAL PROVISIONS
 CANCELLATION: 30 DAYS EXCEPT 10 DAYS NOTICE FOR NON-PAYMENT. BLANKET WAIVER OF SUBROGATION IS GRANTED IN FAVOR OF CERTIFICATE HOLDER ON ALL POLICIES WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT WHERE PERMISSIBLE BY LAW
 CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED (EXCEPT FOR WORKERS' COMP/EL) WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER 10761203 "FOR INFORMATIONAL PURPOSES ONLY"	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>D. Kelly</i>
--	--

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City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	April 3, 2012
Subject:	Yavapai County Community Foundation (YCCF) 2012 Canine Enforcement Grant Proposal
Department:	Police
From:	Chief Jody Fanning

REQUESTED ACTION

Requesting the approval from the Mayor and City Council in the submittal of the Yavapai County Community Foundation Canine Enforcement Grant. This grant is requesting \$3,500 for veterinary expenses for two (2) K-9 Units.

SUGGESTED MOTION

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

"I move to approve the submittal of the Canine Grant in the amount of \$3,500, requesting funds veterinary expenses for two (2) K-9 Units

BACKGROUND

The department requesting funds to assist with the expenses for veterinary care. The YCCF has been instrumental in keeping the department's K-9 Unit successful. Throughout the last few years they have helped purchase canines, pay for training, training equipment, a light weight bite suit and veterinary costs.

JUSTIFICATION/BENEFITS/ISSUES

This grant will help with the cost for veterinary expenses.

COST/FUNDING SOURCE

Yavapai County Foundation Committee

ATTACHMENTS:

Name:

[YCCF K-9 Grant 2012-2013.doc](#)

Description:

2013 YCCF Grant

Type:

Cover Memo

YCCF K-9 Grant FY2011-2012

Project Summary

Project Name 2012-2013 K-9 Grant



Please enter the specific purpose for requested grant funds

At this time the Cottonwood Police Department has two (2) K-9 Units, Handler Officer Cory Shilling and canine Rio and Handler Officer Nathan Dorfman and canine Jax. Unfortunately, both canines have contracted Valley Fever and will be on continual medication. With both canines in need of daily medication and frequent veterinary visits the veterinary expenses have almost doubled. The Department is requesting funds to cover some of the veterinary expenses.

8. Please provide a one-sentence description of the project.

9. Please describe how this project supports the mission of the organization.

The City of Cottonwood along with the Cottonwood Police Department believes in being proactive in stopping illegal drug activity. The K-9 Units play a big part in illegal drug enforcement. The past several years, due to two (2) retiring canines and the loss of Dakota, the Department has had started over with two (2) new handlers and canines. Both K-9 Units are now trained and are working. Unfortunately both canines have contracted Valley Fever and the veterinary and medication expenses have exceeded what the Department budgeted for the FY 2011-12. In order to keep both canines healthy and able to work at their drug detection they will be in need of continual medication and frequent veterinary visits. The requested funding would assist in paying for these added expenses.

10. Describe the community need or opportunity this funding request will address. Please include demographic information such as the age group, the total number of people served, race/ethnicity, gender, socio-economic status and geographic location of the target population you intend to serve. When applicable, please present data/evidence that documents the significance of the issue.

The Cottonwood Police Department K-9 Units serve the City of Cottonwood along with the surrounding cities and towns located in the Verde Valley. Unfortunately, there is no shortage of drug activity in the Verde Valley. Currently, there are four (4) K-9 Units that serves this 200 square mile area of incorporated and unincorporated land, with a population of approximately 70,000. The Department's two (2) K-9 Units have the potential to slow down drug activity as long as the two (2) canines remain healthy to benefit the City of Cottonwood and the surrounding cities and towns in the Verde Valley.

11. Please indicate if this is a new project, a project expansion or a continuing project. If this is not a one-time project, please describe any sustainability plans or efforts to continue the project past the funding year.

Maintaining the K-9 Unit has been an ongoing project since the K-9 Unit was started approximately 20 years ago. Throughout the years, YCCF has helped with the purchase, training and veterinary care of the Department's canines. In the past year both Rio and Jax have contracted Valley Fever and are in need of regular veterinary visits and daily medication. This request would be considered a continuing project which will help with the expenses that will be incurred in maintaining the health of the two (2) canines.

12. How is this project unique from similar projects? How does it eliminate service overlap?

The previous projects have been mainly for replacing canines and training expenses. Veterinary expenses have always been included, but have not been the main request. Due to both canines contracting Valley Fever and veterinary expenses almost doubling, this project is only for maintaining the health of the two (2) canines.

13. Describe partnerships or collaborations with other community organizations and/or agencies. Indicate the role of each partner and how the collaboration is eliminating service overlap and/or leveraging resources.

The Cottonwood Police Department's K-9 Units are always available for other agencies in the Verde Valley. With only four (4) K-9s in the area all the agencies are willing to assist each other in order to try in decrease illegal drug activity.

The Department's K-9 Units also do drug education through the local schools and special events and many times these demonstrations are a collaboration with M.A.D.D, S.A.D.D. or MATTForce.

14. Please provide each of the intended outcomes you plan to accomplish with this proposed project. Each outcome must be no more than one (1) succinct sentence with a corresponding number or figure to indicate the measurable result you intend to achieve. For example: Customer satisfaction will increase by 10% over 6 months. Note: For final reporting purposes, you will be asked to provide Actual Outcomes (the results) that reflect the degree to which the outcomes you established have been realized.

This funding request is for the ongoing veterinary care of both canines. With the funding request the canines will be able to continue their daily medication for Valley Fever and regular veterinary visits. Continuing this health care program will keep the canines at 100% performance to be able to complete their tasks of detecting drugs at assigned cases and vehicle stops as needed.

15. Please describe the evaluation process or method(s) you will use to measure your progress in order to determine the degree to which you met the intended outcomes.

The K-9 veterinary expenses are tracked by invoices sent to the Police Department for payment by the veterinary office. Medications are purchased through the Veterinary office and also invoiced by them. The doctor will evaluate each canine when seen on routine visits and the Department will be notified of any changes in the health of the canine.

16. In the event that only partial funding is awarded, what part(s) of the proposed project is/are a priority? Please indicate what adjustments would need to be made, if any, and how partial funding would affect your ability to carry out the proposed project successfully.

The health of the canines is always the main concern of the Department and the Department will continue to maintain the health of both canines, whether funding is awarded or not. Although training is a major factor in an effective K-9 Unit, the canine's health is always a priority. The K-9 budget has a limited amount of funds and when veterinary expenses use up that amount, the training and supplies need to come out of another budget area. During times of tight budgets, this is not always feasible. Any funding that the Yavapai County Community Foundation can award to the Cottonwood Police Department's K-9 Units will help assist the K-9 budget.

17. Is the requested amount the total project cost? Please indicate if matching funds will be sought, if they have been secured and the amount.

The projected veterinary cost of both canines will probably be more than the funds being requested. The Department does not expect the Yavapai County Community Foundation to cover all the medical expenses of the canines. There are no matching funds needed for this request. As mentioned previously, the Department does budget for the K-9 Units. Along with a few donations there are no other funds available to the K-9 Units.

18. The project budget on the following page should show financial data for the proposed project during the grant period, not the organization's overall operating budget. Please only include revenue and expenses related to the proposed project, such as salaries, fees for services, etc. Please list all other funding sources you have applied to, both pending and secured, for this project. In the space below, please describe the use of requested funds by providing a timeline, steps and costs associated with successful projection completion.

In a seven (7) month time frame canines Rio and Jax have spent approximately \$2250.00 on veterinary and medicine expenses. The costs incurred due to the Valley Fever will be an ongoing expense until the retirement of both canines.

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	April 3, 2012
Subject:	Governor's Office of Highway Safety (GOHS) Submittal of FY2013 Grant Proposal on DUI Task Force Overtime.
Department:	Police
From:	Chief Jody Fanning

REQUESTED ACTION

Council consideration to approve a resolution to accept the submittal of the GOHS grant proposal, requesting funds in the amount of \$15,000.00 for the DUI Task Force Detail overtime and \$8,500.00 for Underage Drinking Enforcement overtime for a total request of \$23,500.00.

SUGGESTED MOTION

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

"I move to approve Resolution Number 2635 authorizing the submission of a grant application to the Governor's Office of Highway Safety for DUI Task Force Detail and Underage Drinking Enforcement overtime."

BACKGROUND

The Governor's Office of Highway Safety (GOHS) has, throughout the years, provided the City of Cottonwood Police Department with funding of many thousands of dollars. This grant is focused on the overtime funding for the DUI Task Force patrol, and Underage Drinking. The Task Force focus on day to day DUI patrols as well as targeting special holiday patrols, i.e. prom night, graduation, Labor Day, just to name a few. The Underage Drinking is the Covert Underage Buying (CUB) program that focuses on keeping alcohol out of the hands of minors, by doing undercover alcohol purchasing at different stores.

JUSTIFICATION/BENEFITS/ISSUES

The Governor's Office of Highway Safety requires a Resolution to be submitted at the time the grant proposal is submitted. GOHS also states that if the date of submitting the grant proposal is before a scheduled Council meeting, the GOHS will allow the Resolution to be submitted after it has been approved at the next scheduled Council meeting.

COST/FUNDING SOURCE

Governor's Office of Highway Safety

ATTACHMENTS:

Name:	Description:	Type:
 GOHS_DUI_GRANT.pdf	GOHS DUI 2013 Grant	Cover Memo
 res2635.doc	RESOLUTION NUMBER 2635	Backup Material

Cover Page

Project Title DUI Enforcement Detail Overtime

Total Grant Funding Requested \$23,500.00

Total ERE Percentage 20

Agency Name: Cottonwood Police Department
Contact Information: 199 S. 6th Street
 Cottonwood, AZ 86326
 Phone: 928-634-4246
 Fax: 928-639-0611

Governmental Unit: City of Cottonwood
Address: 827 North Main Street

Project Director: Jody Fanning
Contact Information: Chief of Police
 199 South 6th Street
 Cottonwood, AZ 86326
 Phone: (928) 634-4246
 Fax: (928) 639-0611
 E-mail: jfanning@cottonwoodaz.gov

Project Administrator: Christine Christensen
Contact Information: Police Administrative Technician
 199 South 6th Street
 Cottonwood, AZ 86326
 Phone: (928) 634-4246
 Fax: (928) 639-0611
 E-mail: cchristensen@cottonwoodaz.gov

Fiscal/Financial Contact: Rudy Rodriguez
Contact Information: Administrative Services GM
 816 N. Main Street
 Cottonwood, AZ 86326
 Phone: (928) 634-3727
 E-mail: rrodriguez@cottonwoodaz.gov

Please upload a cover letter addressed to the Director of the Governor's Office of Highway Safety on agency letterhead. This cover letter **must** be signed by a representative of your agency authorized to commit your agency to conduct the grant should it be approved for funding.

Any proposal received without a cover letter will not be considered for funding by GOHS.

http://egrants.azgohs.gov/_Upload/6617-GOHSUIGRANTLETTER.pdf

Cover Page

For GOHS Office use only

Total Proposal

Total Estimated Cost

Budget Item	Amount	
Personnel Services	\$19,583	
Employee Related Expenses	\$3,917	16.67%
Professional and Outside Services	\$0	
Travel In-State	\$0	
Travel Out-of-State	\$0	
Materials and Supplies	\$0	
Capital Outlay	\$0	
Total Estimated Cost	\$23,500	

Traffic Data Summary - Law Enforcement

Please include the following traffic data to support the identified problem in your proposal:

Description	2011	2010	2009
Total Fatal Collisions	2	0	2
Total Injury Collisions	82	85	7
Total Collisions Investigated	0	0	0
Alcohol-Related Fatalities	1	0	0
Alcohol-Related Injuries	9	2	5
Speed-Related Fatalities	1	0	0
Speed-Related Injuries	6	28	24
Pedestrian Fatalities	3	0	1
Pedestrian Injuries	3	10	8
Bicycle Fatalities	0	0	0
Bicycle Injuries	4	3	3
Total DUI Arrests	156	129	168
Total Misdemeanor DUI Arrests	130	105	133
Total Aggravated DUI Arrests	26	24	35
Total Extreme DUI .15 Arrests	34	26	30
Total DUI-Drug Arrests	15	7	27
Total Dre Evaluations	67	48	20
Sober Designated Drivers	3	12	0
Underage Alcohol Violations-Title 4	76	47	124
Underage DUI Arrests	15	7	27
Underage DUI-Drug Arrests	8	9	25
Total Agency Citations	1854	1619	1499
Speed Citations	511	446	294
Red Light Running Citations	24	64	67
Seat Belt Citations	68	14	73
Child Safety Seat Citations	11	6	12

Jurisdiction

Select the Type of Jurisdiction:

City

Select the Type of Agency:

Law Enforcement

Fire Department / District

Non-Profit / Other

Select the County Served:

Yavapai County

Proposal Summary

Proposal Summary:

Please include a summary of funding requested by program area (Alcohol, Aggressive Driving, Occupant Protection etc...).

This request is for overtime to support the on-going DUI Task Force that holds Saturation and Checkpoint details. The request is also for overtime to support Underage Drinking Enforcement. These programs are crucial enforcement programs in Cottonwood and surrounding areas and without the support of GOHS funding for overtime the Cottonwood Police Department's DUI details would be minimal.

The DUI details allow the Department to add extra enforcement on specific dates and holidays to stop the drunk drivers in Cottonwood and the rest of the Verde Valley. The Underage Drinking Enforcement programs the Department utilizes are the Covert Underage Buyers (CUB) Program, which is to help eliminate the selling of alcohol to minors in area stores and restaurants and for the Underage Drinking Party Patrol.

Background/Problem:

Provide general characteristics of the agency, including information on population, demographics, and a description of streets and highways in the agency's jurisdiction including road mileage.

The City of Cottonwood encompasses approximately 714 square miles and is located in Yavapai County which encompasses approximately 8800 square miles. It is the largest city in the Verde Valley and is a growing community that serves as the hub of the Verde Valley. The City of Cottonwood has a population of more than 11,265 with the Verde Villages, Verde Santa Fe and Cornville located in Yavapai County bordering the City of Cottonwood, brings in another 11,000 people. Along with the growth in population in the area, there is also a steady growth of tourism. Tourism during big event weekends can increase the City's population by 10% to 20%. The City serves this entire population whether they live within or outside the City limits and the Police Department also assists other agencies that consist of Clarkdale Police Department, Jerome Police Department and Yavapai County Sheriff's Office.

The Cottonwood Police Department consists of 31 sworn officers, 16 civilian personnel and 15 volunteers. To keep up with the continued growth of our area, the Department takes an innovative approach to police services and strives to remain proactive in our efforts.

The City of Cottonwood has thirteen (13) traffic signals, two (2) roundabouts with approximately five (5) miles of Highway 260 and approximately five (5) miles of 89A in our jurisdiction. 89A is a thoroughfare to Clarkdale, Jerome, Prescott, to the west and Sedona and Flagstaff to the northeast. Highway 260 is a thoroughfare to Camp Verde and Interstate 17 to Flagstaff, Prescott and Phoenix. They have a constant flow of traffic and it is where a majority of our major accidents occur. Main Street in Cottonwood is approximately 3 miles long and runs through Cottonwood and is a connector road to Clarkdale and 89A to Jerome and Prescott.

Problem Statement:

What problem is your agency looking to solve with this grant? Provide appropriate data to support funding. The State of Arizona has a strong enforcement and media programs in place for reducing alcohol-related driving incidents. Unfortunately, impaired drivers continue to be a serious problem in the City of Cottonwood and the surrounding areas. Although, in reviewing data from the Fatality Analysis Reporting System (FARS) it is showing a decrease in alcohol-related fatalities in Arizona. FARS data shows that the totals of both single and multiple vehicle fatal accidents that are alcohol related in 2005 were 375. In 2006 they increased to 399, in 2007 they decreased to 337, in 2008 they decreased to 262 and finally in 2009 they decreased to 219. This is approximately a 41% decrease since 2005. In order to keep these numbers decreasing, the Department needs to continue with 1 to 2 DUI Task Force Saturation details per month and Checkpoint Details at least once per quarter, along with educating the public and continuing the constant

Proposal Summary

media attention to drunk drivers.

Data from the Cottonwood Police Department and other law enforcement agencies within Yavapai County show that crimes are committed with persons consuming alcohol, under the age of 21. From 2006 to 2008 there were over 3000 citations/arrest of persons under 21 consuming alcohol in Yavapai County. Research as reported by Yavapai County law enforcement agencies show that not only are people under the age of 21 consuming alcohol but they tend to get involved in various other crimes including, assaults, drugs, burglaries, thefts, arson, sexual assaults, kidnapping, and weapons violations. The Cottonwood Police Department is a member of the Yavapai County Underage Drinking Task Force which was formed to partner law enforcement agencies together in Yavapai County, to bring enforcement and education to the public on people drinking under the age 21 and to get the arrests of persons under 21 consuming alcohol decreased. The Department also participates with MATTForce in Victim Impact Panels. The Department needs to continue their Underage Enforcement details and the Covert Underage Buyers (CUB) Program to get the under 21 consuming alcohol offenders off the street and to prevent stores and bars from selling alcohol to minors. As with the other special enforcement details, these also require overtime funding. With limits placed on the budget these details will be non-existent if funding is not awarded.

The Cottonwood Police Department knows through experience, the only way to be aggressive in stopping impaired drivers is to hold several DUI details a month. This being said, limited resources and manpower available to address the DUI related issues and underage drinking keeps the Department from being able to hold these special details. In order to hold the DUI Details and Underage Drinking Enforcement, the Department needs the requested overtime funds to allow these details to operate successfully.

If you have additional information, please upload:

Attempts to Solve Problem

Attempts to Solve Problem:

Identify past attempts to solve the problem identified in your proposal.

It has been proven that law enforcement saturation details and check points are some of the best activities to stop DUI drivers. The Department's patrol officers are always looking for erratic drivers, that could be potential DUI drivers, but being assigned to patrol has many other duties, besides just patrolling the streets. Although DUI's are found while on patrol, it is not the best or most aggressive way to stop DUI driving. Educating the public about drinking and driving is an ongoing activity with the Department, through media and the city's special events. At these special events the Mobile Command Unit is parked displaying information on traffic safety and DUIs, with officers available to talk with and answer questions.

The City of Cottonwood along with the Tri City DUI Task Force has held many enforcement activities throughout the years. They have at least one (1) DUI Detail a month, but try to participate in two (2) and at least three (3) Detail during the Thanksgiving/Christmas Holiday season. The amount of DUI Details per month has to do with the amount of overtime and grant funding the Department has available and off-duty officers available to work. This grant proposal is requesting overtime funds for off-duty officers for holiday DUI Task Force operations which will be utilized by all officers wishing to conduct additional enforcement details focusing on traffic and DUI laws. Receiving these overtime funds will be the only way the Cottonwood Police Department will be able to participate in local and area and Tri City DUI Task Force activities and saturation points. Without funding, the Department would still try to hold DUI details, but the frequency would diminish.

The Cottonwood Police Department is a member of the Yavapai County Underage Drinking Task Force which was formed to partner law enforcement agencies together in Yavapai County. The agencies involved in this partnership are, Cottonwood Police Department, Prescott Police Department, Prescott Valley Police Department, Sedona Police Department, Camp Verde Marshal's Office, Chino Valley Police Department, Clarkdale Police Department, Yavapai County Sheriff's Office, and the Yavapai County Attorney's Office. This partnership works as a task force to lower the very high number of defendants in Yavapai County who are under the age of 21 and consuming alcohol. There are two (2) main programs used in these underage drinking enforcement details. The first one is the Covert Underage Buyers (CUB) Program and the second is Underage Drinking Party Patrol. Depending on the overtime funds available the Department would like to try to do at least one Underage Enforcement detail a month. Juveniles are very creative in how they get their alcohol and the CUB program and the Underage Drinking Party Patrol are two facets in stopping the underage drinking. Yavapai County Underage Drinking Task Force also presents many educational classes to schools and different community organizations, such as MATForce, Lions Club and Rotary Club to name a few. The Underage Drinking Enforcement programs themselves require overtime funding to allow the officers to do their undercover buys and party patrolling. Officers are called to parties where underage drinking is occurring and action is taken, but without the overtime funding there would be no proactive enforcement.

Project Objectives, Methods of Procedure, Performance Measures: Project 1

Title: Project 1

Objectives of the projects in your proposal should follow the SMART method. They should be:

S = Specific

M = Measurable

A = Action-Oriented

R = Realistic

T = Time-Framed

Project Objectives:

The project objectives should be stated in measurable terms directly related to the identified problem, concise and deal with a specific item, realistic, with a reasonable probability of achievement and related to a specific time frame.

The requested funds will support the Personnel Services (overtime) and Employee Related Expenses to conduct high visibility impaired driving enforcement programs, and the Underage Drinking Enforcement. It is the Department's objective to hold each of these details at least once a month and the DUI details at least twice a month throughout Yavapai County.

DUI task force operations which will be utilized by all officers wishing to conduct additional enforcement details or participating in holiday DUI Task Force Details and they will be focusing on traffic and DUI laws. The Tri City Task Force will only be using officers and/or deputies that, at a minimum, are certified in Standardized Field Sobriety Testing (SFSTs), which is required if using the overtime through this contract. The Cottonwood Police Department and the Yavapai County Underage Drinking Task Force has two (2) enforcement programs that work to prevent Underage Drinking in the City of Cottonwood and Yavapai County. The first program is the Covert Underage Buyers (CUB) Program. During these details officers observe underage persons going into establishments that sell alcohol and observe if the clerk, bartender, or other representative for the establishment serves or sell alcohol to the underage person. If the sell or service happens, an officer from the task force will arrest and cite the person for selling the alcohol to the underage persons. Reports are also forwarded to the Arizona Department of Liquor and Licensing Commission for their follow-up on violations of liquor licensing.

The second program is Underage Drinking Prevention Patrols. Officers work in areas of Cottonwood and Yavapai County through pre-planned events to locate and prevent underage drinking parties. The City of Cottonwood encompasses approximately 714 square miles and Yavapai County is encompasses approximately 8800 square miles in size. Within that area are large desert, mountain, and wilderness areas, and various lakes, rivers and creeks that have become party areas for underage persons to consume alcohol. Cottonwood Police and Task Force Officers work in uniform, fully marked patrol cars, unmarked patrol cars and in plain clothes during these details. Also during these details, if the underage parties are happening in the remote areas away from civilization, underage persons will typically drive vehicles to the party spot and then back home. Task force officers during these patrols, not only look for underage persons that have been consuming alcohol, but they also enforce state and local laws of persons driving motor vehicles under the influence of alcohol or drugs.

The Cottonwood Police Department, Yavapai County Underage Drinking Task Force and MATTForce are striving to reduce the number of persons consuming alcohol under the age of 21. We believe this also reduces the crime in the city and county as well as reduces the chances of fatalities on our roadways due to people consuming alcohol under 21 and driving.

The Cottonwood Police Department will carry out enforcement and public awareness programs at different events throughout the year by using the Mobile DUI Enforcement Vehicle as not only a sub-station, but as

Project Objectives, Methods of Procedure, Performance Measures: Project 1

a tool to educate the public regarding DUI's, Aggressive Drivers, Seat Belts and Child Restraints. This program will actively participate in a public information and education campaign using both the electronic and printed media. The Cottonwood Police Department will design these, to heighten the awareness of the public to the hazards of DUI's, as well as excessive speed, aggressive driving, seat belt and child restraint violations.

Method of Procedure:

Detail how your agency will solve the problem and meet the objectives you have set.

The Department will try and solve the problem of impaired and errant driving through enforcement and educational programs. What the Department does is consistent with the national "Drunk Driving. Over the Limit. Under Arrest." (DDOLUA) model, which has three primary components: 1) enforcement; 2) public awareness; and 3) evaluation.

There will be two (2) activities:

- 1) A year-long sustained enforcement efforts; and
- 2) Periodic enhanced-enforcement mobilizations (i.e holiday DUI task forces conducted during Super Bowl Sunday, Valentine's Day, President's Day, St. Patrick's Day, Spring Break, Easter, Verde Valley Fair, Cinco de Mayo, Prom Night, Memorial Day, Graduation Day, Independence Day, Labor Day, Smoke Out, Columbus Day, Halloween and the Thanksgiving Day through New Year's holidays). During these holidays and special events, task force enforcement will be increased statewide. Public awareness activities, consisting of earned media efforts at both local and state levels, will focus on increasing the public's awareness of the ongoing enforcement activities.

Also, the Cottonwood Police Department along with the Tri City DUI Task Force will include the following activities as part of the enforcement and educational operations:

1. To maximize effectiveness of the Cottonwood Police Department funded enforcement overtime, the Cottonwood Police Department will determine enforcement activities by using one or a combination of the following:

- a) Citizen complaints;
- b) Traffic crash data;
- c) Holidays;
- d) Community events.

Conduct ongoing public information and education programs to promote traffic safety and driver awareness. It has been determined that the best method for reducing alcohol-related fatalities is thorough consistent, "zero tolerance" enforcement and a strong public information and education campaign.

2. The Cottonwood Police Department will carry out enforcement and public awareness programs by the use of the Mobile DUI Enforcement Vehicle. It will be stationed at different events, throughout the year as mentioned above, as not only a sub-station, but as a tool to educate the public regarding DUI's, Aggressive Drivers, Underage Drinking, Seat Belts and Child Restraints. The Cottonwood Police Department agrees that the key to a long-term solution to the problem of impaired and errant drivers and underage drinking is education. This program will actively participate in a public information and education campaign using both the electronic and printed media.

The Governor's Office of Highway Safety has public information and education materials. These materials are available at no cost to individual, highway safety advocate groups or jurisdictions. Personnel of the Cottonwood Police Department may distribute these materials at health fairs, schools, community events and enforcement activities, i.e. sobriety checkpoints.

The Department will also visit the local schools for different educational programs that will include groups such as MATForce, M.A.D.D and S.A.D.D. The Department is on the Teen Maze committee that is held once a year. This program helps youths understand the choices and consequences they encounter in their

 Project Objectives, Methods of Procedure, Performance Measures: Project 1

everyday lives. The Department also promotes Rachel's Challenge that is an anti-bullying program at Mingus Union High School. Through this program the students are taught how to deal with the everyday peer pressures that influences their decision making.

The planned events listed below are days that the Department plans to hold either an enforcement or educational/public awareness event. However, the Cottonwood Police Department and the Tri City Task Force conduct additional activities that are not limited to these days.

October 2012

Halloween/Autumn Festival

November 2012

The Holiday DUI Task Force Enforcement Program will be kicked off Thanksgiving week.

December 2012

The Holiday DUI Task Force Enforcement Program Continues throughout the month.

January / February 2013

Each DUI Task Force will conduct a saturation patrol or sobriety checkpoint with a focus on Martin Luther King Day, Super Bowl Sunday and President's Day.

March/April 2013

Each DUI Task Force will conduct a saturation patrol or sobriety checkpoint. There will be a focus on jurisdictions having high school prom events. In addition, those jurisdictions that are celebrating Spring Break will also receive additional enforcement activities.

May 2013

Holiday DUI Task Force Enforcement Programs will be conducted during the Cinco de Mayo weekend and the Memorial Day Weekend. GOHS will host its annual press conference announcing this campaign.

June 2013

Each DUI Task Force will conduct a saturation patrol or sobriety checkpoint with participation from each agency. There will be a focus on jurisdictions having high school graduation events.

July 2013

Holiday DUI Task Force Enforcement Programs will be conducted for the Independence Day celebrations.

August/September 2013

Holiday DUI Task Force Enforcement Programs will start mid-August and continue through Labor Day in support of the National Campaign of "Drunk Driving. Over the Limit. Under Arrest." Each participating agency will participate in or conduct a minimum of four enforcement programs (Sobriety checkpoints or saturation patrols or a combination of the two). GOHS will host a statewide press conference announcing this enforcement campaign. Date and location to be determined.

Underage drinking not only contributes to the growing problems of hazardous traffic conditions and criminal acts related to traffic but also to other crimes, some that are reported and others that are not. To adequately address these unique issues, a concentrated and dedicated enforcement and a public awareness campaign is mandatory. Underage Drinking, Underage Persons Driving Motor Vehicles Under the Influence of Alcohol and the NADA 21 Campaign, (Prevention of Establishments to Sell Alcohol to Persons Under the Age of 21). The Cottonwood Police Department agrees that the key to a long-term solution to the problem of underage drinking is education. This program will actively participate in a public information and education campaign using both the electronic and printed media. This activity will include carrying out a comprehensive program of public service and awareness announcement that will detail the objectives of the program. The Cottonwood Police Department will design these to heighten the awareness of the public to underage drinking, how it affects society, and how alcohol affects their system while trying to drive. Cottonwood Police Officers will also visit the local schools for different educational programs that will include groups such as MATForce, M.A.D.D and S.A.D.D. The Department also assists with the organization and also participates in Teen Maze, which is an annual, two (2) day event for students 7th –

Project Objectives, Methods of Procedure, Performance Measures: Project 1

12th grades.

If funding is approved, a media release will go out to the public regarding the grant award from the Governor's Office of Highway Safety. The release will provide details on the funding received and how it will be utilized to enhance traffic safety and DUI/traffic enforcement in the City of Cottonwood and Yavapai County. Press releases will also be issued throughout the year discussing the different grant funded activities that the officers have participated.

All overtime enforcement programs will keep track of their stats throughout each detail and for some task force details, will submit their stats to GOHS. The single event stats are evaluated at the end of the detail and these stats are then combined each month and the individual programs are then evaluated. Through these stats, the officer in charge makes sure all stats are correct, that every assigned officer is participating in the enforcement detail, if the detail was considered a success or not and if not how to improve the next event.

Performance Measures:

Establish measurable goals for your proposal. Example: "To decrease alcohol related fatalities 10% from the 2011 base year average of 250 to 225 by September 30, 2013." "To increase DUI arrests 10% above the 2008 base year average of 5,000 to 5,500 by September 30, 2013."

Your agency should enumerate the objectives of the project in this section. Example: "To participate in 4 DUI Task Forces by September 30, 2013." "To participate in 8 speed enforcement details by September 30, 2013."

The Cottonwood Police Department will participate in nine (9) DUI Task Force Saturation Details and at least three (3) Checkpoints by September 30, 2013. Through these details and the educational/public awareness events throughout the year the Department hopes to educate the public to drinking and driving. The Department's 2009 DUI stats were not submitted correctly, due to an over-zealous Sergeant the Department found out a year later that the 2009 DUI stats submitted incorrectly with several incidents being counted twice to three times. So the Department will only compare the 2010 DUI Arrest stats to the 2011 DUI Arrest stats. The program was taken over by a new sergeant and 2011 was his second year as commanding the DUI Task Force and the stats show a 17% increase in DUI Arrests by having 27 more than in 2009. The more the law enforcement is out on the street enforcing their zero tolerance to impaired drivers and coupling this with education and public awareness events, the Department feels the DUI arrests will continue to go up each year by 10%. Having a goal of approximately 180 DUI Arrests for 2013

As stated before, the Underage Drinking Enforcement details are not just about stopping the underage drinking issues, but trying to stop the crimes that are related to underage alcohol consumption. The Department will participate in six (6) Party and Saturation Patrol and three (3) CUB details by December 31, 2013. In 2010 the total alcohol arrests for underage drinking were 47. The total in 2011 was 76 arrests. This is almost a 40% increase. The Department believes through the aggressive enforcement details and the CUB program, the underage drinking arrests and related criminal arrests will go up 10% to 15%. Having a goal of approximately 90 Underage Alcohol arrests for 2013.

Personnel Services

Description

Personnel Services:

Employee Related Expenses:

Description	Requested Amount	ERE %	ERE Amount	Overtime Amount
DUI TASK FORCE OVERTIME	\$15,000	20%	\$2,500	\$12,500
UNDERAGE ALCOHOL ENFORCEMENT OVERTIME	\$8,500	20%	\$1,417	\$7,083
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
Total:	\$23,500		\$3,917	\$19,583

Total Estimated Cost

Budget Item	Amount	
Personnel Services	\$19,583	
Employee Related Expenses	\$3,917	16.67%
Professional and Outside Services	\$0	
Travel In-State	\$0	
Travel Out-of-State	\$0	
Materials and Supplies	\$0	
Capital Outlay	\$0	
Total Estimated Cost	\$23,500	

RESOLUTION NUMBER 2635

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, AUTHORIZING THE SUBMISSION OF A GRANT PROPOSAL IN CONNECTION WITH THE GOVERNOR'S OFFICE OF HIGHWAY SAFETY (GOHS) FISCAL YEAR 2013 FUNDING CYCLE.

WHEREAS, the Governor's Office of Highway Safety (GOHS) is seeking proposals from state and local agencies for projects relating to all aspects of highway safety; and

WHEREAS, the City of Cottonwood, through its Police Department, is interested in submitting a grant for overtime to support the on-going DUI Task Force that holds saturation and checkpoint details and underage drinking enforcement.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Cottonwood, Arizona, as follows:

1. THAT the Cottonwood Police Department is hereby authorized to submit a grant proposal seeking funds to assist with DUI task force details, and underage drinking enforcement.
2. THAT Jody Fanning, Police Chief, is appointed agent for the City of Cottonwood to conduct all negotiations and to execute and submit all documents and any other necessary or desirable instruments in connection with such grant.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 3RD DAY OF APRIL 2012.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steve Horton, Esq., City Attorney

Marianne Jiménez, City Clerk

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	April 3, 2012
Subject:	Governor's Office of Highway Safety (GOHS) Submittal of FY2013 Grant Proposal on Selective Traffic Enforcement Overtime
Department:	Police
From:	Chief Jody Fanning

REQUESTED ACTION

Council consideration to approve a resolution to accept the submittal of the GOHS grant proposal, requesting funds in the amount of \$7,500.00 for Selective Traffic Enforcement Overtime.

SUGGESTED MOTION

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

"I move to approve Resolution Number 2636 accepting the FY 2013 Governor's Office of Highway Safety Grant for Selective Traffic Enforcement Details overtime

BACKGROUND

The Governor's Office of Highway Safety (GOHS) has, throughout the years, provided the City of Cottonwood Police Department with funding of many thousands of dollars. This grant is focused on the overtime funding for Selective Traffic Enforcement. Selective Traffic Enforcement will focus on "Red Light Running", reckless drivers, speed and bus stop violations. This funding is the only way Cottonwood Police Department is able to participate in these special patrols.

JUSTIFICATION/BENEFITS/ISSUES

The Governor's Office of Highway Safety requires a Resolution to be submitted at the time the grant proposal is submitted. GOHS also states that if the date of submitting the grant proposal is before a scheduled Council meeting, the GOHS will allow the Resolution to be submitted after it has been approved at the next schedule Council meeting.

COST/FUNDING SOURCE

Governor's Office of Highway Safety

ATTACHMENTS:

Name:	Description:	Type:
 PROPOSAL_TRAFFIC_GRANT_2013.doc	STEP 2013 GOHS Grant	Cover Memo
 res2636.doc	RESOLUTION NUMBER 2636	Backup Material

TRAFFIC GRANT 2013 PROPOSAL

Proposal Summary

Please include a summary of funding requested by program area (Alcohol, Aggressive Driving, Occupant Protection etc...).

Selective Traffic Enforcement Details overtime, which will include, but not limited to: red light running; school zones and school buses and busy residential streets. These programs are crucial enforcement programs in the Cottonwood area and without the support from GOHS the Cottonwood Police Department would not be able to pay the overtime incurred by these programs. Selective Traffic Enforcements allows the Department to add extra enforcement on specific dates and holidays to stop errant drivers, school zone violations, and red light runners in Cottonwood and the rest of the Verde Valley.

Background/Problem:

Provide general characteristics of the agency, including information on population, demographics, and a description of streets and highways in the agency's jurisdiction including road mileage.

The City of Cottonwood encompasses approximately 714 square miles and is located in Yavapai County which encompasses approximately 8800 square miles. It is the largest city in the Verde Valley and is a growing community that serves as the hub of the Verde Valley. The City of Cottonwood has a population of more than 11,265 with the Verde Villages, Verde Santa Fe and Cornville located in Yavapai County bordering the City of Cottonwood, adds another 11,000 residents. Along with the growth in population in the area, there is also a steady growth of tourism. Tourism during big event weekends, can increase the City's population by 10% to 20%. The City serves this entire population whether they live within or outside the City limits and the Police Department also assists other agencies that consist of Clarkdale Police Department, Jerome Police Department and Yavapai County Sheriff's Office.

The Cottonwood Police Department consists of 31 sworn officers, 16 civilian personnel and 15 volunteers. To keep up with the continued growth of our area, the Department takes an innovative approach to police services and strives to remain proactive in our efforts.

The City of Cottonwood has thirteen (13) traffic signals, two (2) roundabouts with approximately five (5) miles of Highway 260 and approximately five (5) miles of 89A in our jurisdiction. 89A is a thoroughfare to Clarkdale, Jerome, Prescott, to the west and Sedona and Flagstaff to the northeast. Highway 260 is a thoroughfare to Camp Verde and Interstate 17 to Flagstaff, Prescott and Phoenix. Both highways have a constant flow of traffic and it is where a majority of our major accidents occur. Main Street in Cottonwood is approximately 3 miles long and runs through Cottonwood and is a connector road to Clarkdale and 89A to Jerome and Prescott.

TRAFFIC GRANT 2013 PROPOSAL

Problem Statement

What problem is your agency looking to solve with this grant? Provide appropriate data to support funding.

The City of Cottonwood has only 13 traffic signals, but still has the same issues as any other big city, Red Light Running. The City is very lucky to have an average of 1-2 fatalities per year at these intersections, but with the increase of traffic in the City this average is not going to remain stable unless traffic enforcement is increased.

The City of Cottonwood has one (1) high school, one (1) junior high school, three (3) elementary schools and several charter and private schools. The Department and the C.O.P.s (Citizens On Patrol) make a point of being at most of these locations at the beginning of the school year to remind the community that school is back in session and to be alert to the children, school buses and more vehicle traffic. Unfortunately, the Department does not have the manpower to continue this type of enforcement throughout the school year. The Department would like to do more school zone and school bus enforcement, along with school bus stop violations

One of the problems facing the Cottonwood Police Department is having limited resources and manpower available to address traffic related issues in this growing community. The Department's manpower is limited, so the majority of these different enforcement details can only be done through overtime. As stated earlier, grant funding is the only way the Department is able to participate in any special details.

TRAFFIC GRANT 2013 PROPOSAL

Attempts to Solve Problem

Identify past attempts to solve the problem identified in your proposal.

As part of their routine job, officers, while patrolling, are constantly looking for the traffic offenses, but traffic offenses are not their only responsibility during their shift and are often called away to handle other issues unrelated to traffic. Unfortunately, if it is a busy shift, traffic offenses become a non-priority issue. In high speed areas, the Department does set up the traffic trailer to slow down traffic, but as soon as the trailer is moved and without constant patrolling the traffic speed has the potential to get back to the high speeds again. Red-Light Running and school zone offenses are stopped if the officer just happens to be in the area and observes the offense. This is not a common occurrence. Constant patrolling through saturation details seems to be the only option to handle these continual traffic issues.

TRAFFIC GRANT 2013 PROPOSAL

Project Objectives

Objectives of the projects in your proposal should follow the SMART method. They should be:

S	=	Specific
M	=	Measurable
A	=	Action-Oriented
R	=	Realistic
T	=	Time-Framed

The project objectives should be stated in measurable terms directly related to the identified problem, concise and deal with a specific item, realistic, with a reasonable probability of achievement and related to a specific time frame.

The requested funds will support the Personnel Services (overtime) and Employee Related Expenses to enhance Speed and Selective Traffic Enforcement throughout the City of Cottonwood. The Department will participate in 10 speed enforcement details by September 30, 2013.”

STEP will be utilized by all officers wishing to conduct additional traffic enforcement overtime details or participate in specific holiday/event overtime details. On scheduled STEP details, the enforcement will focus on, but not limited to specific high traffic residential areas, saturation details during the beginning of the school year and Red-Light Running. The Department will try to hold a STEP detail monthly to address these traffic issues.

The Cottonwood Police Department will carry out an enforcement and public awareness program. The Mobile DUI Enforcement Vehicle will be stationed at different events throughout the year, as not only a sub-station, but as a tool to educate the public regarding DUI's, Aggressive Drivers, Seat Belts and Child Restraints. The Cottonwood Police Department agrees that the key to a long-term solution to the problem of impaired and errant drivers is education. This program will actively participate in a public information and education campaign using both the electronic and printed media. The Cottonwood Police Department will design these, to heighten the awareness of the public to the hazards of excessive speed, aggressive driving, seat belt and child restraint violations.

TRAFFIC GRANT 2013 PROPOSAL

Method of Procedure:

Detail how your agency will solve the problem and meet the objectives you have set.

The Selective Traffic Enforcement details would be used to enforce red-light running, errant drivers, school zones and school bus violations. The funds also will allow the Department to have more manpower in busy residential area during high traffic times. Since most of the selective enforcement is not scheduled around specific dates or holidays, the officers can be very flexible when picking their days, and the amount of manpower and hours needed. Officers will participate in monthly saturations details on holidays and special events

The Cottonwood Police Department will continue to carry out public awareness and educational programs at the many special events that the City hosts. The Cottonwood Police Department agrees that public education is the key to a long-term solution to the problem of errant drivers and red-light runners. This program will actively participate in public information and education campaign using both the electronic and printed media. The Cottonwood Police Department will design these, to heighten the awareness of the public to the hazards of Red-Light Running, excessive speed, aggressive driving and seat belt and child restraint violations.

If funding is approved, a media release will go out to the public regarding the grant award from the Governor's Office of Highway Safety. The release will provide details on the funding received and how it will be utilized to enhance traffic enforcement in the City of Cottonwood and Yavapai County. Press releases will also be issued throughout the year describing the different grant funded activities that the officers have participated in.

All overtime enforcement programs will keep track of their stats throughout each detail and for some task force details, will submit their stats to GOHS. The single event stats are evaluated at the end of the detail and these stats are then combined each month and the individual programs are then evaluated. Through these stats, the officer in charge makes sure all stats are correct, that every assigned officer is participating in the enforcement detail, if the detail was considered a success or not and if not how to improve the next event.

TRAFFIC GRANT 2013 PROPOSAL

Performance Measures:

The Cottonwood Police Department will participate in ten (10) STEP details by September 30, 2013. Through these details and the educational/public awareness events throughout the year, the Department hopes to educate the public to traffic safety.

STEP will be utilized by all officers wishing to conduct additional traffic enforcement overtime details or participate in specific holiday/event overtime details. On scheduled STEP details, the enforcement capabilities are increased by at least 85% by almost doubling the number of officers out on patrol.

Through these STEP details, the Department will be trying to go from two (2) persons killed in collisions in 2011 to zero (0) by December 31, 2013. Also through these details, the Department will try to reduce the total number of injury accidents by 10%. This would take the total from 2011 of 82 to 74 by December 31, 2013.

With added patrol during STEP details and with the added eCitation equipment, the Department should issue approximately 600 more citations by December 31, 2013, increasing agency issued citations by approximately 30%.

From National Red-Light Running studies, Arizona has the highest death rate and unfortunately it seems to be increasing yearly. With more and more drivers multi-tasking while driving this issue will continue. The City of Cottonwood, with only 13 traffic signals, still has the problem of Red-Light Running. The City is fortunate that it only averages one (1) to two (2) fatal accidents per year, but unfortunately the City averages about 25-30 injury accidents at these intersections. With more enforcement the Department would like to increase the Red-light Running violations by 10%. Having a goal of approximately 30 Red-Light Running violations by September 30, 2013.

RESOLUTION NUMBER 2636

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, AUTHORIZING THE SUBMISSION OF A GRANT PROPOSAL IN CONNECTION WITH THE GOVERNOR'S OFFICE OF HIGHWAY SAFETY (GOHS) FISCAL YEAR 2013 FUNDING CYCLE.

WHEREAS, the Governor's Office of Highway Safety (GOHS) is seeking proposals from state and local agencies for projects relating to all aspects of highway safety; and

WHEREAS, the City of Cottonwood, through its Police Department, is interested in submitting a grant to continue the Selective Traffic Enforcement Details overtime.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Cottonwood, Arizona, as follows:

1. THAT the Cottonwood Police Department is hereby authorized to submit a grant proposal seeking funds from the Governor's Office of Highway Safety to assist with selective traffic enforcement detail overtime costs.
2. THAT Jody Fanning, Police Chief, is appointed agent for the City of Cottonwood to conduct all negotiations and to execute and submit all documents and any other necessary or desirable instruments in connection with such grant.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 3RD DAY OF APRIL 2012.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steve Horton, Esq., City Attorney

Marianne Jiménez, City Clerk

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



 [Print](#)

Meeting Date:	April 3, 2012
Subject:	2012 Fair Housing Month Resolution
Department:	Development Services
From:	Charlie Scully, Planner

REQUESTED ACTION

Approval of Resolution Number 2637 declaring commitment to the Principles and Actions of Fair Housing, and declaring April as Fair Housing Month in Cottonwood.

SUGGESTED MOTION

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

I move to approve Resolution Number 2637 declaring commitment to the Principles and Actions of Fair Housing, and declaring April as Fair Housing Month in Cottonwood.

BACKGROUND

The Arizona Department of Housing (ADOH) and the US Department of Housing and Urban Development (HUD) requests that all communities declare April as Fair Housing Month so as to reconfirm their commitment and support for Fair Housing principles and programs. The CDBG program requires communities to participate in Fair Housing activities throughout the year. The Fair Housing Act, administered by the HUD and ADOH is an important tool to ensure that all Americans are treated fairly with no discrimination in housing opportunities.

Under the Fair Housing Act, it is unlawful to discriminate in housing based on:

- Race
- Color
- National origin
- Religion
- Gender

- Familial status (families with children under the age of 18, or who are expecting a child)
- Handicap (if you or someone close to you has a disability.)

JUSTIFICATION/BENEFITS/ISSUES

The Fair Housing Act protects all Americans from discrimination in housing choices and opportunities.

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:

Description:

Type:

 [res2637.doc](#)

RESOLUTION NUMBER 2637

Cover Memo

RESOLUTION NUMBER 2637

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, MAKING KNOWN ITS COMMITMENT TO THE PRINCIPLE OF FAIR HOUSING, AND DESCRIBING ACTIONS IT SHALL UNDERTAKE TO AFFIRMATIVELY FURTHER FAIR HOUSING, AND DECLARING APRIL AS FAIR HOUSING MONTH IN COTTONWOOD.

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 Act Amendments 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, gender, 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; and

WHEREAS, communities across the country are asked to declare April as Fair Housing Month so as to bring greater awareness and attention to the principles and actions of Fair Housing.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Cottonwood, do hereby wish all persons living, working, doing business in or traveling through this community 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, gender, disability, 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 the City of Cottonwood to implement programs, within the

RESOLUTION NUMBER 2637

Page 2

constraints of its resources, to ensure equal opportunity in housing for all persons regardless of race, color, religion, gender, disability, familial status or national origin; and within available resources, the City of Cottonwood will assist all persons who feel they have been discriminated against in housing issues on the basis of race, color, religion, gender, disability, familial status or national origin to seek equity under existing federal or state laws and to file a complaint with the Arizona Attorney General's Office or the U.S. Department of Housing and Urban Development; and

That the City of Cottonwood 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 Federal Fair Housing Act and the Fair Housing Amendments Act of 1988 and any applicable state or local laws or ordinances; and

That April shall be declared Fair Housing Month in Cottonwood; and

That the City of Cottonwood shall undertake the following additional actions to affirmatively further fair housing:

- Display Fair Housing posters at City of Cottonwood public buildings and facilities; and
- Encourage media to promote fair housing awareness with public service announcements and news releases.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, ARIZONA THIS 3RD DAY OF APRIL 2012.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steven B. Horton, Esq., City Attorney

Marianne Jiménez, City Clerk

