

A G E N D A

REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, TO BE HELD MAY 15, 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. INTRODUCTION OF NEW EMPLOYEES
- VII. APPROVAL OF MINUTES--Regular Meeting of May 1, 2012 & Work Session of May 8, 2012.

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

- VIII. UNFINISHED BUSINESS
 1. ORDINANCE 585--AMENDING THE CITY OF COTTONWOOD MUNICIPAL CODE BY DELETING CHAPTER 2.72, SELF-INSURANCE TRUST BOARD, FROM TITLE 2, ADMINISTRATION AND PERSONNEL; FIRST READING.
 2. ORDINANCE NUMBER 586--AMENDING THE ZONING MAP OF THE CITY OF COTTONWOOD, ARIZONA, FOR A PARCEL OF LAND TOTALING APPROXIMATELY 1.2 ACRES LOCATED ALONG THE SOUTH SIDE OF SR 89A, APPROXIMATELY 200 FEET WEST OF ITS INTERSECTION WITH SOUTH 12TH STREET, APN 406-05-036Q AND 406-05-036R, SO AS TO CHANGE CERTAIN DISTRICT BOUNDARIES AND CLASSIFICATIONS THEREOF FROM THE PRESENT ZONING OF C-1 (LIGHT COMMERCIAL) AND AR-43 (AGRICULTURAL/ RESIDENTIAL) TO C-2 (HEAVY COMMERCIAL); SECOND & FINAL READING.

- IX. CONSENT AGENDA—No items.
- X. NEW BUSINESS—The following items are for Council discussion, consideration, and possible legal action.
 - 1. AWARD OF BID FOR THE CONSTRUCTION OF THREE POTABLE WATER RESERVOIRS FOR THE CITY'S WATER UTILITY SYSTEM.
 - 2. SPECIAL EVENT LIQUOR LICENSE APPLICATIONS FOR THE COTTONWOOD CHAMBER OF COMMERCE FOR BUSINESS MIXERS.
 - 3. RESULTS OF THE CITY'S 2012 COMMUNITY SURVEY.
 - 4. AWARD OF THE CITY'S ENTERPRISE RESOURCE PLANNING PROJECT (SOFTWARE).
 - 5. AWARD OF BID FOR THE CITY'S JOB CLASSIFICATION AND SALARY COMPENSATION STUDY.
 - 6. REDUCTION OF THE SPEED LIMIT ON 6TH STREET BETWEEN SR 89 A AND MINGUS AVENUE FROM 35 MPH TO 25 MPH.
- 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: May 15, 2012
Subject: Ordinance 585 - Deleting Chapter 2.72, Self-Insurance Trust Board, from the Municipal Code
Department: Attorney
From: Steve Horton, City Attorney

REQUESTED ACTION

Council consideration of the first reading of Ordinance Number 585, which repeals Chapter 2.72, Self-Insurance Trust Board, of the Municipal Code.

SUGGESTED MOTION

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

"I move to approve Ordinance Number 585 and repeal Chapter 2.72, Self-Insurance Trust Board, from Title 2, Administration and Personnel, of the Municipal Code."

BACKGROUND

On March 20, 2012, the City Council approved disbanding the self-insurance trust board effective March 21, 2012, as the purpose for which this board was established no longer exists, and directed staff to transfer the remaining trust balance into the general fund to be used to fund the short term disability program until the balance is expended. It therefore is necessary to repeal Chapter 2.72, Self-Insurance Trust Board, of the Municipal Code which pertains to this board.

JUSTIFICATION/BENEFITS/ISSUES

It is no longer necessary to maintain the Self-Insurance Trust Board, either in practice or as part of the City Code.

COST/FUNDING SOURCE

None.

ATTACHMENTS:

Name:	Description:	Type:
 ord585.doc	ORDINANCE NUMBER 585	Cover Memo

ORDINANCE NUMBER 585

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA AMENDING THE MUNICIPAL CODE OF THE CITY OF COTTONWOOD BY REPEALING CHAPTER 2.72, SELF-INSURANCE TRUST BOARD, FROM TITLE 2, ADMINISTRATION AND PERSONNEL.

WHEREAS, on March 20, 2012, the City Council approved disbanding the self-insurance trust board effective March 21, 2012, as the purpose for which this board was established no longer exists, and directed staff to transfer the remaining trust balance into the general fund to be used to fund the short term disability program until the balance is expended.

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

Section 1. That Chapter 2.72, Self-Insurance Trust Board, of Title 2, Administration and Personnel, of the Cottonwood Municipal Code is hereby repealed.

Section 2. If any section, subsection, sentence, clause, phrase or portion of this ordinance adopted herein is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such a decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 15TH DAY OF MAY 2012.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steven B. Horton, Esq.
City Attorney

Marianne Jiménez, City Clerk

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	May 15, 2012
Subject:	Ordinance Number 586--Second/Final Reading.
Department:	Development Services
From:	George Gehlert, Community Development Director

REQUESTED ACTION

Consider approval of a requested zoning map change from C-1 (light commercial) and AR-43 (agricultural/residential) to C-2 (heavy commercial) to enable the development of a Discount Tire retail store and service bays.

SUGGESTED MOTION

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

"I move to approve Ordinance Number 586."

BACKGROUND

On April 16, 2012, the Planning and Zoning Commission recommended approval of the requested zone change and associated Design Review approval. Attached for your review is the related P&Z memo together with the applicant's letter of intent, site plan and elevations.

JUSTIFICATION/BENEFITS/ISSUES

Discount Tire is a widely known company specializing in wheels and tires and will provide an additional option for Cottonwood and the surrounding area. They provide free flat repair and nationwide warranty which will be a benefit to both locals and tourists visiting the area.

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:	Description:	Type:
 ord586.doc	Ordinance Number 586	Ordinance

ORDINANCE NUMBER 586

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, AMENDING THE ZONING MAP OF THE CITY OF COTTONWOOD, ARIZONA, FOR A PARCEL OF LAND TOTALING APPROXIMATELY 1.2 ACRES LOCATED ALONG THE SOUTH SIDE OF SR 89A, APPROXIMATELY 200 FEET WEST OF ITS INTERSECTION WITH SOUTH 12TH STREET , APN 406-05-036Q AND 406-05-036R, SO AS TO CHANGE CERTAIN DISTRICT BOUNDARIES AND CLASSIFICATIONS THEREOF FROM THE PRESENT ZONING OF C-1 (LIGHT COMMERCIAL) AND AR-43 (AGRICULTURAL/ RESIDENTIAL) TO C-2 (HEAVY COMMERCIAL).

WHEREAS, the Planning & Zoning Commission held a public hearing on April 16, 2012, concerning the rezoning of property owned by DHB Real Estate LLC, and has recommended approval of this request; and

WHEREAS, the requirements of A.R.S. § 9-462.04 have been met.

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

Section 1: That the following described parcels of land (APN 406-05-036Q and 406-05-036R) lying within the City of Cottonwood, Yavapai County, Arizona, shall be and are hereby reclassified from C-1 (Light Commercial) and AR-43 (Agricultural/Residential) to C-2 (Heavy Commercial), subject to the applicant's compliance with the conditions and stipulations set forth below under Section 2.

Legal Description

PARCEL 1: APN 406-05-036Q

THE EAST HALF OF THE WEST HALF AND THE WEST HALF OF THE EAST HALF OF LOT 2, BLOCK "E", VERDE PALISADES SUBDIVISION, ACCORDING TO THE PLAT OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF YAVAPAI COUNTY, ARIZONA, RECORDED IN BOOK 6 OF MAPS, PAGE 16.

EXCEPT THE NORTH 25.00 FEET THEREOF.

EXCEPT THE EAST 50.00 FEET OF THE NORTH 195.00 FEET THEREOF.
EXCEPT THE WEST 127.71 FEET THEREOF.

EXCEPT THE SOUTH 35.00 FEET THEREOF.

EXCEPTING THEREFROM ALL OIL AND MINERALS OF EVERY KIND AS RESERVED BY THE CLEMENCEAU MINING CORPORATION RECORDED IN BOOK 187 OF DEEDS, PAGE 331.

PARCEL 2: APN 406-05-036R

THE SOUTH 35.00 FEET OF THE EAST HALF OF THE WEST HALF OF LOT 2, BLOCK "E", VERDE PALISADES SUBDIVISION, ACCORDING TO THE PLAT OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF YAVAPAI COUNTY, ARIZONA, RECORDED IN BOOK 6 OF MAPS, PAGE 16 AND

THE SOUTH 35.00 FEET OF THE WEST HALF OF THE EAST HALF OF LOT 2, BLOCK "E", VERDE PALISADES SUBDIVISION, ACCORDING TO THE PLAT OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF YAVAPAI COUNTY, ARIZONA, RECORDED IN BOOK 6 OF MAPS, PAGE 16.

EXCEPTING THERE FROM ALL OIL AND MINERALS OF EVERY KIND AS RESERVED BY THE CLEMENCEAU MINING CORPORATION RECORDED IN BOOK 187 OF DEEDS, PAGE 331.

Section 2: That the Planning and Zoning Commission and City Council have determined the following items necessary as conditions of the zoning approval to protect the public health, safety and general welfare:

1. That the site be developed in conformance with the letter of intent and site proposal dated 3-19-12.
2. That the applicant submit a proposal for traffic calming adjacent to the front entry that is approved by the Community Development Director.
3. That the front and side windows be tinted to prevent street side glare.
4. Any other stipulations that the Council deems necessary, as reflected in the official minutes of the meeting at which this Ordinance was adopted.

Section 3: The zoning map shall be amended to reflect this zone change only upon compliance with all zoning conditions set forth herein.

Section 4: That at least three (3) copies of the zoning map of the City of Cottonwood, Arizona, as hereby amended be kept in the office of the City Clerk for public use and inspection.

Section 5: Severability: That if any section, subsection, sentence, clause, phrase or portion of this ordinance adopted herein is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such a decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, THIS 15TH DAY OF MAY 2012.

Diane Joens, Mayor

ATTEST:

Marianne Jiménez, City Clerk

APPROVED AS TO FORM:

Steve Horton, Esq.
City Attorney

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



 [Print](#)

Meeting Date:	May 15, 2012
Subject:	Potable Water Reservoirs
Department:	Development Services
From:	Dan Lueder, Development Services/Water

REQUESTED ACTION

Consider award of the contract for the construction of three (3) potable water reservoirs.

SUGGESTED MOTION

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

I move to award the bid for construction of three (3) potable water reservoirs to Superior Tank Company, Inc. for a total price of \$668,356 excluding tax.

BACKGROUND

The construction of additional potable water reservoirs has been a priority of the water division for several years, however; the recently completed, federally mandated arsenic remediation program and acute operational issues in the water distribution system took priority. Council authorized seven hundred fifty thousand dollars (\$750,000) in the FY 2012 budget for construction of the reservoirs and staff drafted specifications and bid documents which were due on April 24, 2012. Two vendors submitted completed bid packets by the due date and the results were as follows:

Superior Tank company, Inc.: \$668,356

Engineering America, Inc.: \$685,221

The bids were checked and found to meet the specifications and staff is recommending the contract for construction of the three reservoirs be awarded to Superior Tank.

The first reservoir has a capacity of 480,000 gallons and would be constructed at the Well 8/9 facility just off Mesquite Drive. This facility currently has only a single 100,000 reservoir which is undersized for the area served and the well capacity. This facility serves the southern

portion of the city along with supplementing Verde Village Units Seven and Eight.

The second reservoir has a capacity of 300,000 gallons and would be located at the Yuma Well Facility located adjacent to the Kindra Heights subdivision. This facility has an existing 300,000 gallon reservoir and would supplement an existing reservoir of the same size. This facility serves all of Old Town and the surrounding area to approximately Fifth Street. With the additional storage it would be possible to extend the service area this facility serves to the east and lessen the impact on the Well Five reservoir.

The third reservoir has a capacity of 500,000 gallons and would be located adjacent to the Hwy 260 Well which is behind the D&K Cycle building on Hwy 260. This well which was deepened a couple of years ago has a capacity of 450 gallons per minute (650,000 gallons per day) however there is currently no reservoir onsite so the well cannot be utilized. This facility and reservoir would supplement the area around Wal-Mart north to Hwy 89A which is currently served by the Well Five reservoir at Cottonwood Street and Willard Street and the Well 8/9 facility at Mesquite and Willard Street. Both of these are several miles from the commercial area's they serve and the new reservoir would balance the system demand

JUSTIFICATION/BENEFITS/ISSUES

Potable water storage capacity is a critical element in the successful and safe operation of a water system both from a peak use, and fire protection aspect. Having additional storage capacity greatly enhances the fire departments ability to fight fires and allows adequate volume of water available for peak demand times when the usage can outpace the storage available in our current reservoirs. It also allows for greater well efficiency as the wells do not cycle nearly as much as they do with the limited reservoir capacity.

COST/FUNDING SOURCE

Utility Enterprise Fund

ATTACHMENTS:

Name:	Description:	Type:
Reservoir Solicitation Tabulation Form.pdf	Reservoir Solicitation Tabulation	Cover Memo

City of Cottonwood

SOLICITATION TABULATION

Project Name: Fabrication & Erection of Up To Three (3) New Steel Bolted Potable Water Tanks

Solicitation Number: 2012-PW-13

Solicitation Opening Date: April 24, 2012 @ 3:00 p.m.

Firm Name	Tank #1 Bid Amt	Tank #2 Bid Amt	Tank #3 Bid Amt	Pre-Tax Tank Amt	Addenda Ack?	Bid Bond?	Exhibits C – G?
Engineering America	270,551.00	173,924.00	240,746.00	685,221.00	Y	Y	Y
Superior Tank	264,118.00	174,660.00	229,578.00	668,356.00	Y	Y	Missing G

Notes: _____

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	May 15, 2012
Subject:	Special Event Liquor License Applications for the Chamber of Commerce.
Department:	City Clerk
From:	Marianne Jimenez, City Clerk

REQUESTED ACTION

Consideration of recommendation of approval or denial of four Special Event Liquor License applications submitted by Lana Tolleson, applicant for the Cottonwood Chamber of Commerce.

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 Applications submitted by Lana Tolleson, applicant for the Cottonwood Chamber of Commerce, for business mixer events scheduled for June 21, September 20, October 18, and December 13, 2012."

BACKGROUND

Lana Tolleson has submitted four Special Event Liquor License Applications on behalf of the Cottonwood Chamber of Commerce for their business mixers scheduled for June 21, September 20, October 18, and December 13, 2012.

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:
 June 21, 2012.pdf	June 21, 2012 Application	Backup Material
 Sept. 20, 2012.pdf	September 20, 2012 Application	Backup Material
 October 18, 2012.pdf	October 18, 2012 Application	Backup Material
 December 13, 2012.pdf	December 13, 2012	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 ²_____ 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 Cottonwood Chamber of Commerce 100%
Percentage

Address 1010 S. Main 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)

0 # Police Fencing
4 # Security personnel Barriers

Staff personal trained and aware of state liquor laws and will enforce. Security at front door and serving area. Event is being held at a place of business.

TIPS Concessions Trained: ID# 2689196 and ID# 2689200

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

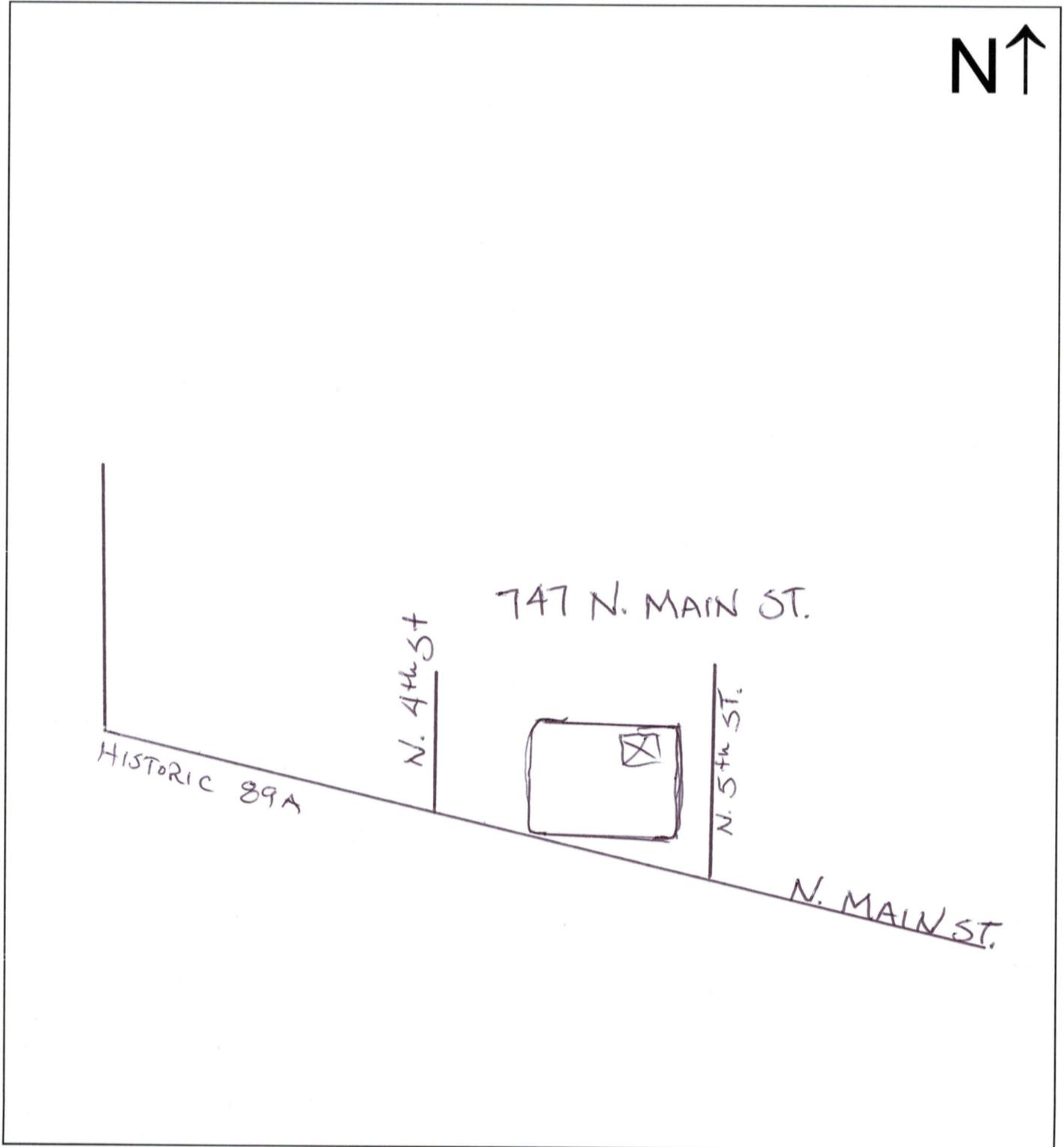
(ATTACH COPY OF AGREEMENT)

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.



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

18. I, Lana Tolleson 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 Lana Tolleson President/CEO May 3, 2012 (928) 634-7593
 (Signature) (Title/Position) (Date) (Phone #)



The foregoing instrument was acknowledged before me this 05-03-2012
 Day Month Year

My Commission expires on: 03-30-2015 Karen Pfeifer
 (Date) (Signature of NOTARY PUBLIC)

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

19. I, Lana Tolleson 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 Lana Tolleson State of ARIZONA County of YAVAPAI
 (Signature) The foregoing instrument was acknowledged before me this



05-03-12
 Day Month Year

My commission expires on: 03-30-2015 Karen Pfeifer
 (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)

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 Cottonwood Chamber of Commerce 100%
Percentage

Address 1010 S. Main 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)

⁰ _____ # Police Fencing
⁴ _____ # Security personnel Barriers

Staff personal trained and aware of state liquor laws and will enforce. Security at front door and serving area. Event is being held at a place of business.

TIPS Concessions Trained: ID# 2689196 and ID# 2689200

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

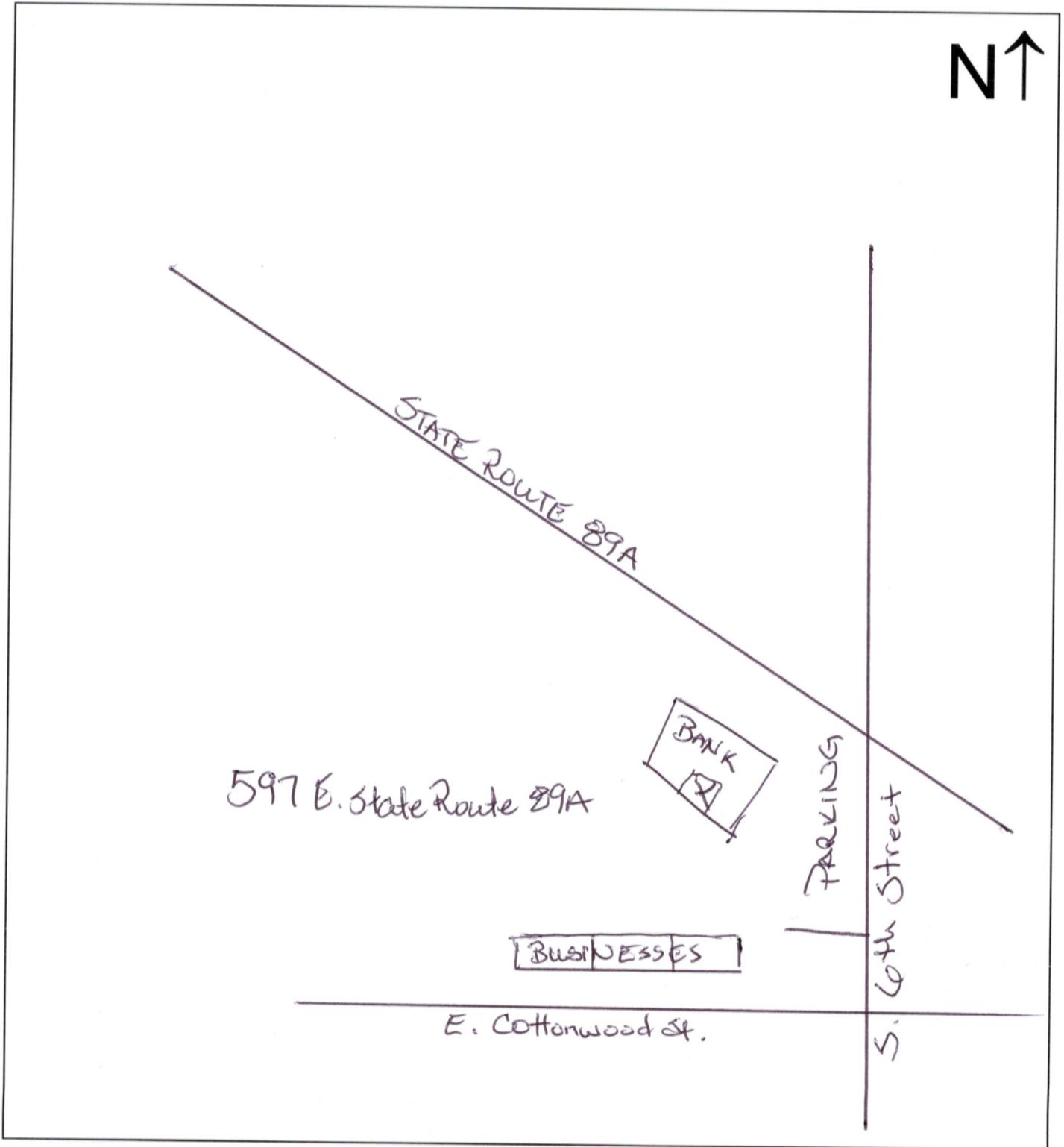
(ATTACH COPY OF AGREEMENT)

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)

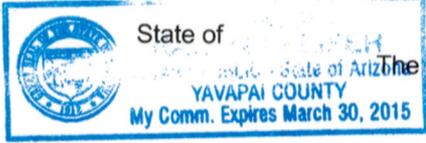
Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



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

18. I, Lana Tolleson 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 Lana Tolleson (Signature) President/CEO (Title/Position) May 3, 2012 (Date) (928) 634-7593 (Phone #)



The foregoing instrument was acknowledged before me this ARIZONA State of YAVAPAI County of YAVAPAI

5-3-12 Day Month Year



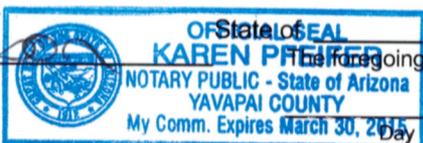
My Commission expires on: 03-30-2015 (Date)

Karen Pfeifer (Signature of NOTARY PUBLIC)

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

19. I, Lana Tolleson 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 Lana Tolleson (Signature)



The foregoing instrument was acknowledged before me this ARIZONA State of YAVAPAI County of YAVAPAI

5-3-12 Day Month Year

My commission expires on: 03-30-2015 (Date)

Karen Pfeifer (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, _____ (Government Official) _____ (Title) hereby recommend this special event application 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)

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 4 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 Cottonwood Chamber of Commerce 100%
Percentage

Address 1010 S. Main Street, Cottonwood, AZ 86326

Name _____ Percentage

Address _____
(Attach additional sheet if necessary)

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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)

0 # Police Fencing
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Staff personal trained and aware of state liquor laws and will enforce. Security at front door and serving area. Event is being held at a place of business.

TiPS Concessions Trained: ID# 2689196 and ID# 2689200

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

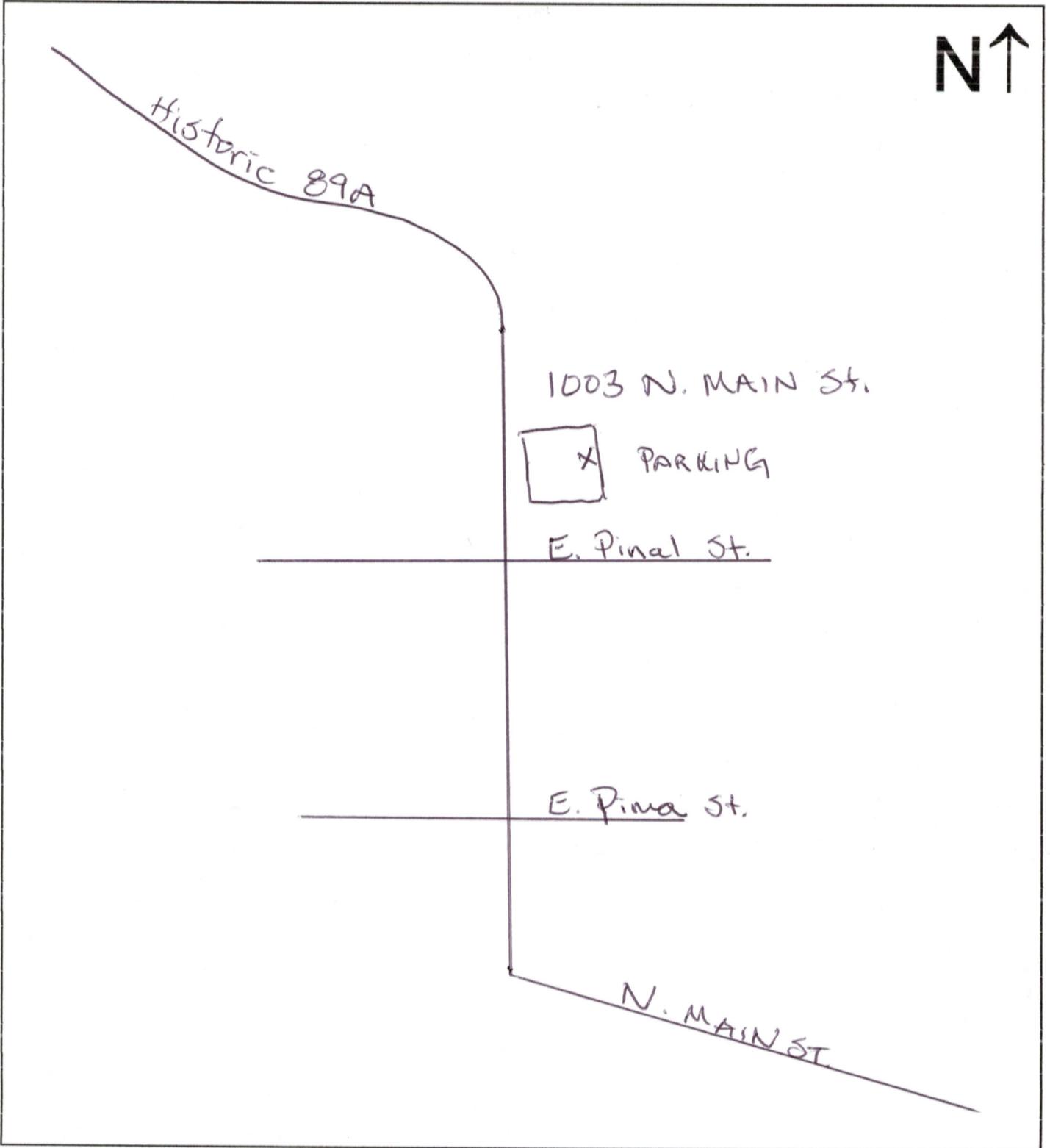
(ATTACH COPY OF AGREEMENT)

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.



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

18. I, Lana Tolleson 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 Lana Tolleson (Signature) President/CEO (Title/Position) May 3, 2012 (Date) (928) 634-7593 (Phone #)



ARIZONA County of YAVAPAI
The foregoing instrument was acknowledged before me this 05-03-12
Day Month Year

My Commission expires on: 03-30-2015 (Date) Karen Pfeifer (Signature of NOTARY PUBLIC)

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

19. I, Lana Tolleson 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 Lana Tolleson (Signature) ARIZONA State of YAVAPAI County of
The foregoing instrument was acknowledged before me this 05-03-12
Month Year



My commission expires on: 03-30-2015 (Date) Karen Pfeifer (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, _____ (Government Official) _____ (Title) hereby recommend this special event application 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)

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 ⁵_____ 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 Cottonwood Chamber of Commerce 100%
Percentage

Address 1010 S. Main 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)

⁰ _____ # Police Fencing
⁴ _____ # Security personnel Barriers

Staff personal trained and aware of state liquor laws and will enforce. Security at front door and serving area. Event is being held at a place of business.

TIPS Concessions Trained: ID# 2689196 and ID# 2689200

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

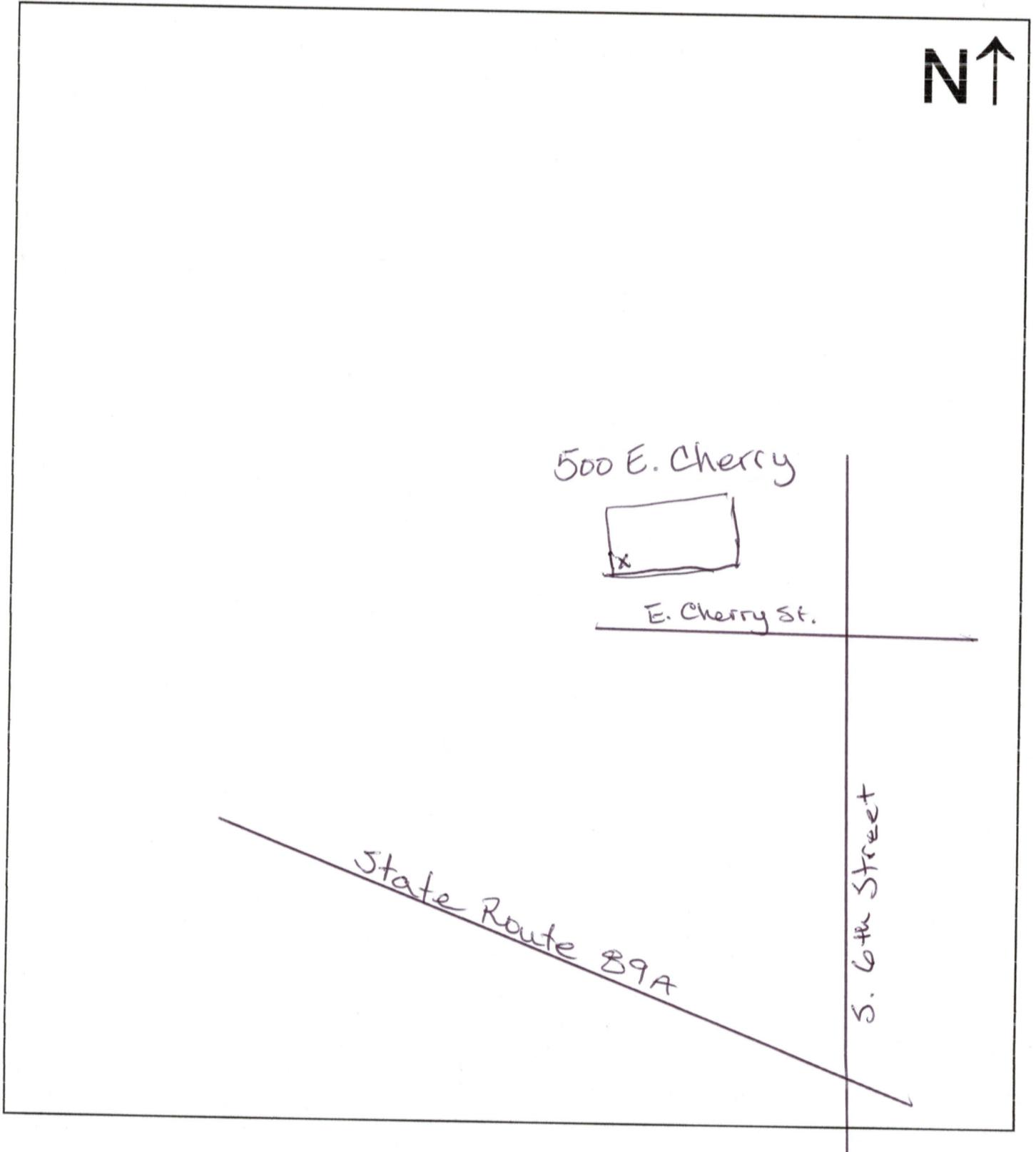
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Name of Business () _____
Phone Number

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(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.



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X *Lana Tolleson* (Signature) President/CEO (Title/Position) May 3, 2012 (Date) (928) 634-7593 (Phone #)



The foregoing instrument was acknowledged before me this 05-03-12 Day Month Year

My Commission expires on: 03-30-2015 (Date) *Karen Pfeifer* (Signature of NOTARY PUBLIC)

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05-03-12 Day Month Year

My commission expires on: 03-30-2015 (Date) *Karen Pfeifer* (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

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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:	May 15, 2012
Subject:	2012 Community Survey
Department:	City Manager
From:	Kyla Allen, Executive Assistant to the City Manager

REQUESTED ACTION

N/A--Information Only

SUGGESTED MOTION

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

BACKGROUND

In Council's 2009 annual retreat, members of the Council created a list of strategic initiatives. Among these was *Strategic Initiative #3 - Build and retain a strong diversified economy* which included *Goal #2--Create a citizen survey to determine shops and services needed for Cottonwood.* Determining the success of City services continues to be an ongoing goal, and staff disseminated a second community survey this year, with the intent to find out the public's impression of how well the city departments were meeting citizen needs. Over 9,300 copies of this survey were distributed to residents via their water utility bills during in the April-May 2012 utility billing cycle.

JUSTIFICATION/BENEFITS/ISSUES

Among the surveys sent out, 889 were returned, just below the 10% return goal desired, and it is felt this represents an accurate accounting of the public's view.

Results of the survey indicate the quality of City Services continue to be above average. Using a simple numeric scoring system, 5 for excellent, 4 for Good, 3 for Fair, 2 for Poor, 1 for Very Poor and 0 for Don't Know or No Response, the final score results show improvements in nearly all the categories scored, with the majority of City Departments scoring "Good," and it is exciting to see Cottonwood Fire Department scored "Excellent" this year.

Those Departments that scored lower than 3.5 were listed as "Fair". This category includes "Quality of Code Enforcement" scoring **3.49** which is a .05 point improvement over the last survey.

There were two category ratings which decreased in public satisfaction compared to the previous community survey, however they continued to score "Good" and "Fair." These are "Major Roadway Quality" and "Residential Roadway Quality" which decreased .06 and .08 points respectively.

As expected, the roadways most cited needing repair were 12th Street (between 89A and Fir Street) as well as Mingus Avenue. As you know, the work on Mingus Avenue was awarded to a contractor at the last regular Council Meeting and work on this roadway is anticipated to begin immediately. Plans to completely re-pave, realign and place sidewalks on 12th Street also continue. The 12th Street project is currently at 95% design completion and staff continue to work on right-of-way allocations needed to increase the roadway width and provide sidewalks as directed by Council. The construction phase for this project is planned for 2013.

Finally, we address the open "Comment" section provided on the survey. This is more difficult to quantify with the large variety of comments provided as well as the subjectivity. In generalized terms, the top four comments provided, in descending order from most to least, are as follows:

- Roadway Improvement concerns were the most numerous, again, generally citing Mingus Avenue and 12th Street needing repairs.
- Citizens repeatedly requested the Library be open on Mondays, longer hours and have more current publications available.
- Citizens continue to express concerns with water quality as well as the desire for combined water/sewer bills and the ability to pay on-line.
- Lastly, many citizens indicated displeasure at the decrease of CATS bus services and requested increased lines/stops.

It should be noted, this year an area was added to the survey which allowed individuals to provide us with contact information. This was of great benefit as the City Manager personally reviewed every survey and contacted those with concerns he felt he could address, if contact information was provided. The City Manager also forwarded copies of the surveys to other departments if the queries or concerns were more appropriately addressed by them.

The information obtained through this survey continues to assist staff in targeting those areas of most concern to our community population. It has also provided a tool for the City Manager to reach those who provided contact information, and personally respond to their concerns.

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:	Description:	Type:
2012_CITY_OF_COTTONWOOD_COMMUNITY_SURVEY.doc	Sample of the 2012 Cottonwood Community Survey	Cover Memo
Word_COC_SURVEY_SUMMARY_REPORT_2012.doc	2012 Cottonwood Community Survey Power Point Presentation	Cover Memo

📄 [2012_Community_Survey_Results_Power_Point.ppt](#)

2012 Cottonwood Community Survey
Power Point Presentation

Cover
Memo

Rate how "business friendly" you feel the City of Cottonwood is businesses, merchants, professionals, etc.:

Excellent Good Fair Poor Very Poor Don't Know

Rate the quality of the Economic Development Services (Business Assistance Center, etc):

Excellent Good Fair Poor Very Poor Don't Know

Any Other Comments and/or Recommendations:

Optional:

Name	Phone Number				
<table border="0" style="width: 100%; font-size: small;"> <tr> <td style="width: 33%; text-align: center;">Street Address</td> <td style="width: 20%; text-align: center;">City</td> <td style="width: 20%; text-align: center;">State</td> <td style="width: 27%; text-align: center;">Zip Code</td> </tr> </table>		Street Address	City	State	Zip Code
Street Address	City	State	Zip Code		
E-Mail Address: _____					

Please include this survey when mailing back your water bill OR drop it off at any City of Cottonwood Office:

Cottonwood Utilities
111 N Main Street
Cottonwood AZ 86326

City of Cottonwood
City Hall
827 N Main Street
Cottonwood AZ 86326

Thank you for taking time to fill out this important Survey.

2012 CITY OF COTTONWOOD COMMUNITY SURVEY SUMMARY REPORT

TOTAL NUMBER OF SURVEYS MAILED OUT: **9,369**
TOTAL NUMBER OF SURVEYS RETURNED: **889** APPROX **9.5%** RETURN RATE

AVERAGE LENGTH OF RESIDENCE:

10+ Years	508 Responses
6-10 Years	159 Responses
1-5 Years	141 Responses
Less than 1 Year	50 Responses
Unknown	31 Responses

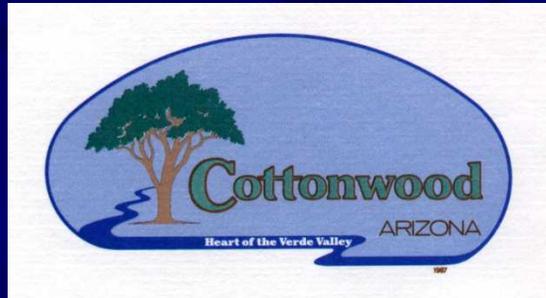
DEPARTMENT RATINGS:

<u>COC DEPARTMENT</u>	<u>SERVICE RATING NUMERICAL AVERAGE</u>	<u>RATING - IMPROVEMENT</u>
EMS	4.42	Good .03
Fire	4.51	Excellent .11
PD	4.14	Good .05
Reduction in Crime Efforts	3.95	Good .03
Code Enforcement	3.49	Fair .05
Water Service Quality	3.93	Good .14
Rec Center Facilities	4.31	Good .15
Programs for Youth/Families	3.90	Good .06
Programs for Seniors	3.95	Good .15
Athletic Facilities Quality	4.19	Good .11
Major Roadways Quality	3.56	Good -06
Residential Roadways Quality	3.14	Fair -08
Library Services	4.30	Good .06
Library Facility	4.46	Good .05
CAT / Lynx Quality	3.97	Good .01
Municipal Court Quality	3.89	Good .43
Commercial Develop' / P&Z Quality	3.50	Good .05
Business Friendly	3.98	Good N/A new
Quality of ED / BAC	3.62	Good N/A new

TOP COMMENTS:

In descending order, the top three general comments provided by our citizens were:

- Streets—Roadway improvement concerns, particularly 12th Street and Mingus Avenue
- Library—Increased hours, open on Monday and more current publications desired
- Utilities—Concerns over water quality, and desire for sewer/water bill combinations Continue to be expressed.



City of Cottonwood 2012 Community Survey

RESULTS

2009 Cottonwood City Council Annual Retreat

Strategic Initiative #3 – to build and retain a strong diversified economy

- *Coordinate to develop recognition as an entrepreneurial community, i.e. development of enterprise zone and broadband access*
- ***Create a citizen survey to determine shops and services needed for Cottonwood***
- *Update Portal/Entry signage into Cottonwood*
- *Promote Neighborhood Clean-Ups*
- *Develop a plan for the historic preservation of buildings in Cottonwood*
- *Implement an instrument approach designation for the airport*
- *Contract with a new fixed based operator (FBO) for the airport*
- *Complete the first year objectives in the Focus on Success program*
- *Actively encourage participation in the 2010 census*
- *Review airport land leases to ensure performance requirements are met*

TOTAL # OF SURVEYS MAILED OUT:

9,369

TOTAL # OF SURVEYS RETURNED:

889

This equals a 9.5% Return Rate

SCORING

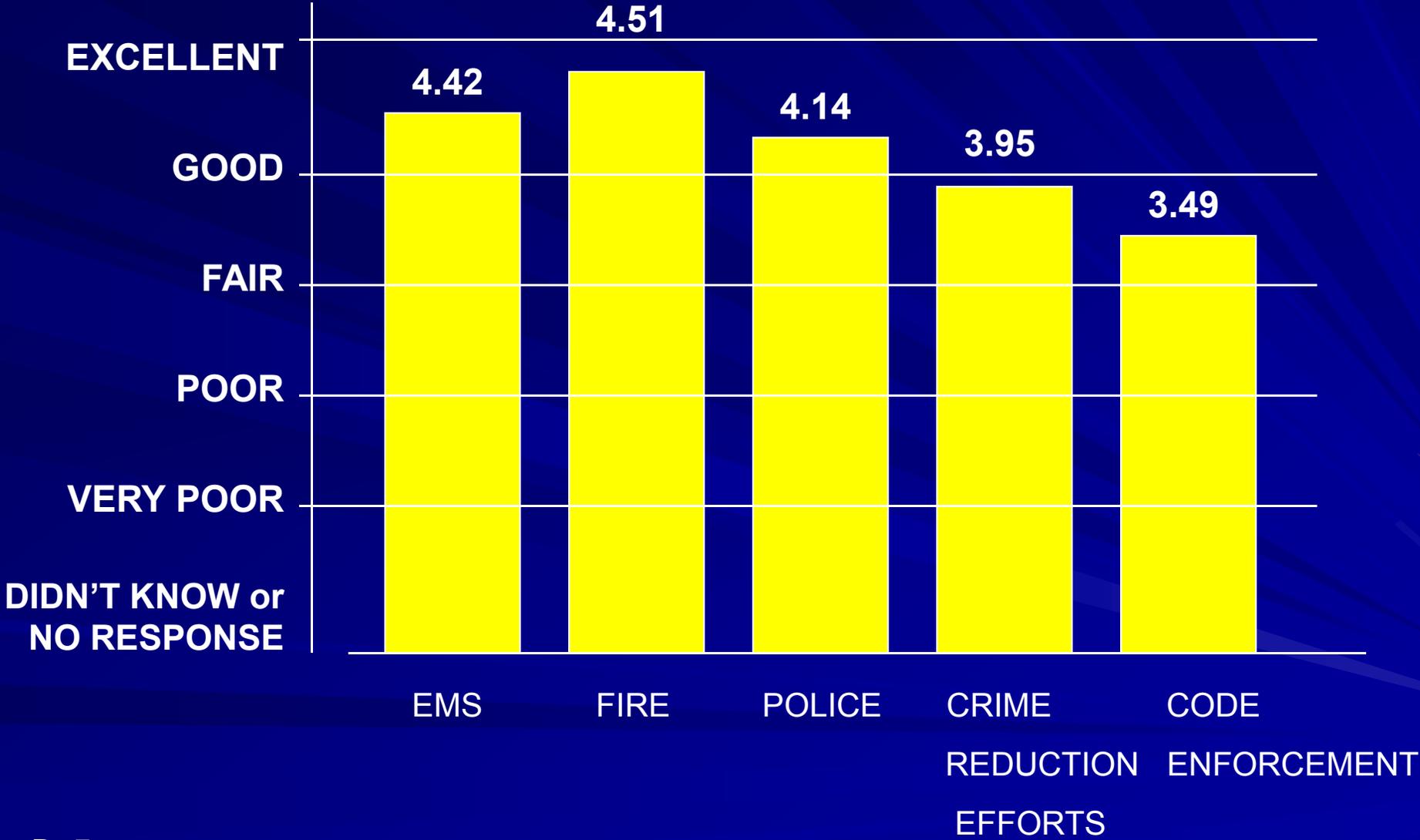
- Excellent = 5 points
- Good = 4 points
- Fair = 3 points
- Poor = 2 points
- Very Poor = 1 point
- Didn't know / Didn't respond = 0 points

When averaging figures, rounded up or down to the next whole number.

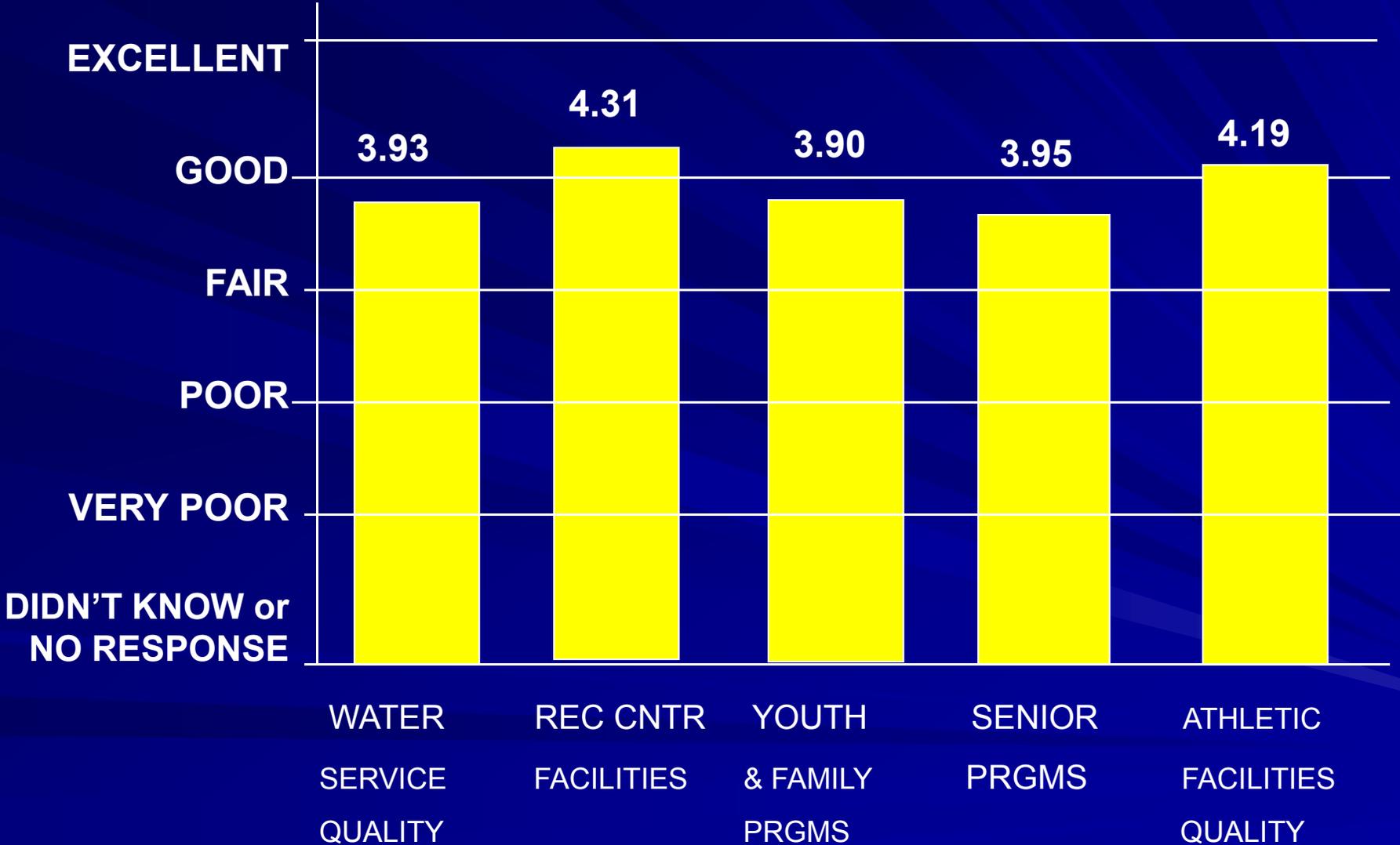
Length of Time Residing in This Community

More than 10 Years	--	508
6 to 10 Years	--	159
1 to 5 years	--	141
Less than 1 Year	--	50
Unknown	--	31

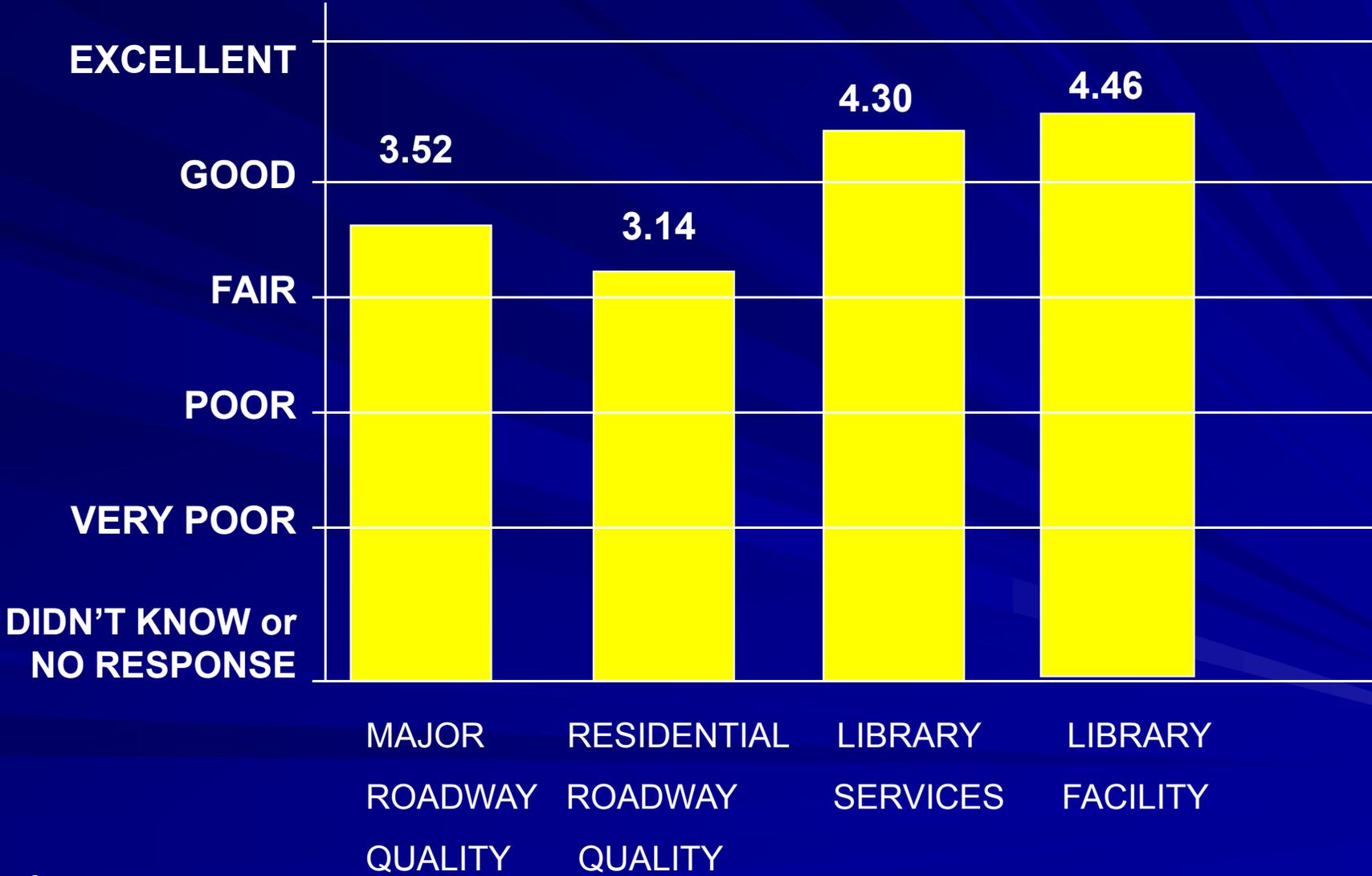
COC DEPARTMENT RATINGS



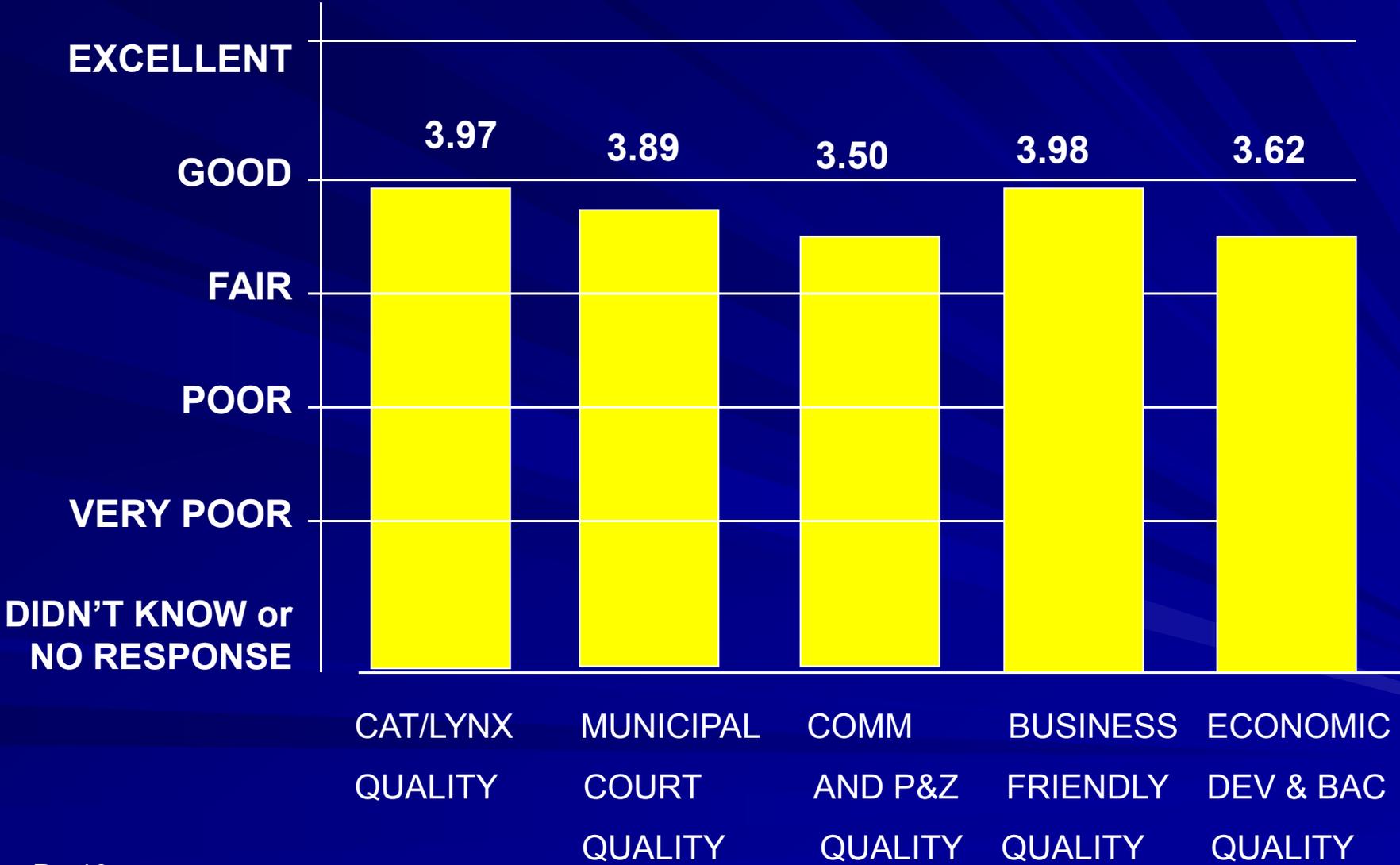
COC DEPARTMENT RATINGS (cont.)



COC DEPARTMENT RATINGS (cont.)



COC DEPARTMENT RATINGS (cont.)



TOP COMMENTS

- Concerns regarding roadway improvements, specifically 12th Street and Mingus Avenue
- Increased hours, open on Monday and More current publications desired at the Library
- Concerns were expressed over water quality, the desire for sewer/water bills to be combined and have on-line payments

“I’m happy to live here.

*I have finally found
the best place to live!”*

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	May 15, 2012
Subject:	Award of Contract - Citywide Enterprise Resource Planning Software
Department:	Administrative Services
From:	Jesus R. Rodriguez, C.G.F.M., Administrative Services General Manager

REQUESTED ACTION

Staff is requesting that Council review and approve the award of the Enterprise Resource Planning Project to Springbrook Software and authorize the Administrative Services General Manager to execute the agreement in an amount not to exceed \$300,000, excluding annual maintenance.

SUGGESTED MOTION

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

I move that the City Council approve the award of the Enterprise Resource Planning Project to Springbrook Software and authorize the Administrative Services General Manager to execute the agreement in an amount not to exceed \$300,000, excluding annual maintenance.

BACKGROUND

City staff has been planning to replace its financial accounting software for over 18 months. The current system has been around for well over a decade and it is no longer supported. During this time period, there were some problems with the City's utility software and its inability to produce necessary information without having to pay for consulting services.

There was an evaluation team assembled to view four different software systems, and two were determined to be the frontrunners, Tyler Technologies and Springbrook. Three team members visited the corporate sites to get a look at the operations and report back to the entire team.

When the entire team reassembled it became clear that there was not a clear choice as to which of the two software companies should be picked. As the Administrative Services General Manager, I took the project from that point on.

After some discussions and research conducted by myself and Susan Monroe, the determination was made to go with Springbrook. It was a difficult decision since both companies are great companies and provide excellent customer service.

To accomplish this acquisition with Springbrook, Cottonwood will be riding on a City of Sedona proposal for a similar product which they awarded

JUSTIFICATION/BENEFITS/ISSUES

Despite the difficulty in making the choice between two great companies, there are some things that weighed in on the decision:

- Springbrook is more intuitive and easier to learn and use
- Springbrook provides one software version all on dot.net
- Springbrook has a lower initial cost and locked in their maintenance cost for five years without an increase

The benefit of having an Enterprise Resources Software is the ease in which information flows between departments.

COST/FUNDING SOURCE

Springbrook Software's base proposal was \$266,450 including GASB & CAFR reporting, Inventory control, work order system, miscellaneous account receivables, and GIS integration. In addition to these fine products we have added three other modules - positive pay, requisitions, and meter reading interface to improve productivity, which will bring that total to \$277,450. They have also locked in their maintenance at \$31,188 for a five year period.

As part of the request, we are asking for authorization not to exceed \$300,000 for the acquisition, excluding maintenance, for any additional modules that may be deemed necessary as we go through implementation.

The cost of the software will be shared by the various departments and funds that will use the system, with the General Fund and Enterprise Funds bearing most of the cost.

ATTACHMENTS:

Name:	Description:	Type:
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No Attachments Available

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	May 15, 2012
Subject:	Award of Request for Proposals (RFP) - Job Classification, Salary and Compensation Study
Department:	Administrative Services
From:	Jesus R. Rodriguez, C.G.F.M., Administrative Services General Manager

REQUESTED ACTION

Staff is requesting that Council review and approve awarding the Job Classification, Salary Compensation Study Request for Proposal to Public Sector Personnel Consultants for \$20,000 and authorize the Administrative Services General Manager to execute a contract for the services.

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is:
I move to approve awarding the Job Classification, Salary Compensation Study Request for Proposal to Public Sector Personnel Consultants for \$20,000 and authorize the Administrative Services General Manager to execute a contract for the services.

BACKGROUND

This project has been placed on the back burner every year since fiscal year 2008 due to the bad economy. With the recent economy stabilizing, Cottonwood management has decided that now was a good time to get a study done to ensure that City salaries are competitive with the employment market.

The FY 2012 City budget has \$30,000 budgeted for this study. The study requests that not only salaries be reviewed but all benefits and additional compensations.

There were sixteen firms that requested proposals and only two proposals returned. The main reason for the lack of returned proposals was the tight timeline in returning a finished product. The timeline was kept tight intentionally in order not to delay the report and extend the length of time for back pay to July 1, 2012.

An evaluation team agreed on Public Sector Personnel Consultants. This firm also did the City's last full blown compensation study back in 1999 and is familiar with Cottonwood.

JUSTIFICATION/BENEFITS/ISSUES

The City of Cottonwood is trying to stay competitive with the market and continue hiring high quality staff as well as keep current high performing members.

COST/FUNDING SOURCE

As a reminder there is \$30,000 set aside in the FY 2012 budget for this study.

The preliminary cost of the study is approximately \$20,000, however there will be a preliminary meeting with the City Manager to ensure that the study goes in the correct direction and may result in some additional costs. The overall cost will be shared by the various funds that have staffing.

ATTACHMENTS:

Name:	Description:	Type:
No Attachments Available		

City of Cottonwood, Arizona City Council Agenda Communication



 Print

Meeting Date:	May 15, 2012
Subject:	Sixth Street Speed Limit
Department:	Development Services
From:	Dan Lueder, Development Services

REQUESTED ACTION

Consider reducing the speed limit on Sixth Street between Mingus Avenue and Hwy 89A.

SUGGESTED MOTION

If the Council desires to approve this item the suggested motion is: **I move to approve reducing the speed limit on Sixth Street between Mingus Avenue and Hwy 89A from 35 to 25 miles per hour.**

BACKGROUND

Sixth Street between Mingus Avenue and Hwy 89A is currently signed with a 35 mph speed limit. This road is one of the few two lane roads within the City of Cottonwood that has a speed limit over 25 mph. The Cottonwood Police Department recently requested that the Development Services Department investigate the possibility of lowering the speed limit from 35 mph to 25 mph. The 35 mph speed limit on this section of 6th Street was established a long time ago, before most of the buildings and uses that attract lots of people, including kids, to the area were constructed. This section of Sixth Street also crosses in and out of three different zoning districts several times, including commercial, industrial, and multi-family residential.

Under state law, the presumptive speed limit in commercial and residential zones is 25 mph. While local jurisdictions can adjust a presumptive limit following a "traffic and engineering investigation," it's not likely that such a study was ever performed meaning that the limit in the residential and commercial zones through which that section of 6th Street passes should have always been 25 mph. Because of the presence of a school, the library, the recreation center, the public safety building, the County annex, and Garrison Park, among other uses, it is clear to City staff (including CPD and the Engineering Department) that the speed limit along that entire section of 6th Street should be 25 mph, and this recommendation is supported by the traffic and engineering investigation recently completed which is included as an attachment to this staff report.

JUSTIFICATION/BENEFITS/ISSUES

Traffic and pedestrian safety is of critical importance when establishing traffic regulations and

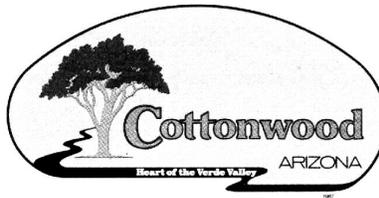
the consensus of city staff is that Sixth Street is a much safer road in this area when signed at 25 mph.

COST/FUNDING SOURCE

N/A

ATTACHMENTS:

Name:	Description:	Type:
Letter to Dan 6th St speed limit 5-9-12.doc	Traffic and Engineering Investigation Report	Cover Memo



CITY OF COTTONWOOD
826 N MAIN STREET
COTTONWOOD, AZ 86326
Phone (928) 634-0186

May 9, 2012

TO: Dan Lueder, Development Services General Manager

RE: 6th Street Speed Limit Technical Review

Dan,

The Cottonwood Police Department has brought to City Staff's attention that the posted speed limit of 35 miles per hour (mph) on 6th Street from Mingus Avenue to SR89A appears to be higher than is necessary and prudent. According to the Police Department the average driver is traveling between 25 and 30 mph, but the posted speed limit of 35 mph encourages drivers to travel at speeds up to 40 mph which is difficult to enforce in a 35 mph speed zone.

This portion of 6th Street was originally posted at 35 mph because of the commercial zoning which surrounded 6th street and the relatively low volume of traffic at that time. The areas around 6th Street now contain industrial and commercial zoning as well as scattered portions of multi-family residential.

The traffic volumes on 6th Street has also increased significantly due to the recent growth along the street which includes:

- The Cottonwood Recreation Center
- Cottonwood Public Safety Complex
- Cottonwood Municipal Court Facility
- Yavapai County Health Clinic
- Yavapai County Office and Court Complex
- Expansion of the Cottonwood Aquatic Center
- Cottonwood City Library
- New Visions Academy

6th Street is also a main corridor for students walking to and from Cottonwood Elementary and Middle Schools. In addition Minerals Research and Recovery (MRR) Inc. Plans to increase large truck traffic on 6th Street in the near future when they begin the processing of the slag pile located between 6th Street and the Verde Valley Fairgrounds.

For the reasons stated above and considering the Cottonwood Police Departments concerns for pedestrian safety, City staff is recommending that the speed limit on 6th

Street between Mingus Avenue and SR 89A be set at 25 mph in order to protect the existing vehicular and pedestrian traffic on the street as well as the growth in traffic anticipated to occur in the near future.

Thank you,

Morgan Scott
Development Services Operations Manager
City of Cottonwood, AZ

CLAIMS REPORT OF May 15, 2012

FUND TOTAL	VENDOR NAME	DESCRIPTION	TOTAL \$0.00
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CLAIMS EXCEPTIONS REPORT OF MAY 15, 2012

FUND	VENDOR NAME	DESCRIPTION	TOTAL
All	City of Cottonwood	Payroll 05/11/12	\$400,917.64
All	APS	Utilities	\$49,264.24
All	AZ Municipal Risk Retention Pool	Quarterly insurance	\$93,145.25
Utilities	Envirogen Technologies	Arsenic Maintenance	\$34,712.16
Utilities	Ferguson Water Works	Supplies	\$8,609.24
Gen	Naipta	Lynx and Cat Passes for resale, operational expenses for Feb, March and April	\$39,592.92
Gen	Sedona Fire District	PO 18981 Dispatching and Radio	\$11,082.43
All	APS	Utilities	\$36,936.22
All	Reese & Sons Tires	Vehicle Maintenance	\$5,363.35
Gen	The Van Wyck Law Firm	Prosecuting Atty April 2012	\$7,000.00
All	United Fuel	Fuel	\$10,673.13
Gen	VV Senior Center	3rd Qrt 2012	\$11,250.00
TOTAL			\$708,546.58