

A G E N D A

REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, TO BE HELD SEPTEMBER 6, 2011, 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. PROCLAMATIONS—PATRIOT DAY & PATRIOTISM WEEK.
- VI. CALL TO THE PUBLIC—This portion of the agenda is set aside for the public to address the Council regarding an item that is not listed on the agenda for discussion. However, the Council cannot engage in discussion regarding any item that is not officially listed on the agenda for discussion and/or action (A.R.S. §38-431.02.A.(H).) Comments are limited to a 5 minute time period.
- VII. APPROVAL OF MINUTES—REGULAR MEETINGS OF 5/17/11 AND 8/16/11 & WORK SESSIONS OF 7/12/11 AND 8/9/11.
- VIII. PRESENTATION REGARDING CARE INC., ARIZONA.

Comments regarding items listed on the agenda are limited to a 5 minute time period per speaker.
- IX. UNFINISHED BUSINESS—None.
- X. 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 FOR THE CHAMBER OF COMMERCE FOR THE RHYTHM & RIBS EVENT SCHEDULED FOR OCTOBER 1, 2011, AT THE COTTONWOOD KIDS PARK.
 2. SPECIAL EVENT LIQUOR LICENSE APPLICATION FOR THE OLD TOWN ASSOCIATION FOR THE THUNDER VALLEY RALLY EVENT SCHEDULED FOR SEPTEMBER 16, 17, & 18, 2011, IN OLD TOWN COTTONWOOD.

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3. NEW LIQUOR LICENSE APPLICATION FOR NEI YUN YOU, OWNER/AGENT OF THE CHINA BUFFET RESTAURANT LOCATED AT 2180 EAST HIGHWAY 89A.
 4. COOPERATIVE PURCHASING AGREEMENT BETWEEN THE CITY OF COTTONWOOD AND THE CITY OF TUCSON.
 5. REJECTING ALL BIDS RECEIVED FOR WASTEWATER BIOSOLIDS HAULING AND DISPOSAL.
- XI. NEW BUSINESS—The following items are for Council discussion, consideration, and possible legal action.
1. RESOLUTION NUMBERS 2601–2606—APPOINTING FIVE MEMBERS TO THE PARKS & RECREATION COMMISSION.
 2. PRESENTATION BY TOM SCHUMACHER FROM YAVAPAI COLLEGE & CONSIDERATION OF APPROVING A LETTER OF COMMITMENT REGARDING DEVELOPMENT OF THE SOUTHWEST WINE CENTER AT YAVAPAI COLLEGE
 3. DIRECTION ON THE DESIGN OF THE 12TH STREET RECONSTRUCTION PROJECT FROM FIR STREET TO SR 89A.
 4. AWARD OF AN UNDERGROUND WATER LINE JOB ORDER CONTRACTING QUOTE FOR INSTALLATION OF A WATERLINE ON FIR STREET.
 5. AWARD OF BID FOR THE 2011 PAVEMENT PRESERVATION PROJECT.
 6. PURCHASE OF IPADS FOR USE BY THE PLANNING AND ZONING COMMISSION.
 7. RECLASSIFICATION REQUEST OF A LIBRARY TECHNICIAN (RANGE 21) TO LIBRARY SPECIALIST (RANGE 31) POSITION.
 8. CONSIDERATION OF MEMBERS OF THE COUNCIL ATTENDING THE NATIONAL LEAGUE OF CITIES AND TOWNS CONFERENCE BEING HELD IN PHOENIX, ARIZONA.
 9. CONGRESSIONAL AND STATE REDISTRICTING IN ARIZONA.
- XII. CLAIMS & ADJUSTMENTS
- XIII. 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.

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

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

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

PROCLAMATION

WHEREAS, from the tragedy of September 11, 2001 a new spirit has arisen; a stronger sense of family, community, brotherhood, and patriotism, and we have come together as Americans; and

WHEREAS, America is fully committed to ensuring our freedoms remain unfettered and sovereign for all generations, now and forever; and

WHEREAS, we wish to honor and remember all those who lost their lives and who have demonstrated the ultimate sacrifice for their country; and

WHEREAS, we wish to honor and pay tribute to the men, women and families who were affected in our own City as well as those who worked so diligently to help our people recover; and

WHEREAS, we join the entire nation in the recognition of Patriot Day to remember and honor the invincible spirit of America and its heroes;

WHEREAS, this commemoration should be conducted each September 11 throughout the land to include:

- The promotion of global peace and goodwill;
- The advancement of patriotism and love of country; and
- The remembrance of those innocent victims who died September 11 as heroes, one and all;

NOW, THEREFORE, I Diane Joens, Mayor of Cottonwood, do hereby proclaim September 11, 2011 as Patriot Day.

IN WITNESS THEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of Cottonwood, Arizona, this 6th day of September, 2011.

Diane Joens, Mayor

ATTEST:

Marianne Jiménez, City Clerk

**PATRIOTISM
WEEK
PROCLAMATION**



WHEREAS: The Benevolent and Protective Order of Elks, through its Constitution, is a Patriotic Order, and

WHEREAS: The Order promotes the ideals that the citizens of this nation live in freedom, won through the great sacrifices and many tribulations which have provided the foundation for a free, prosperous and independent life, and

WHEREAS: We realize that each generation must work to maintain this freedom, otherwise, through carelessness or indifference, the rights and liberties enjoyed may vanish, and

WHEREAS: It is fitting and proper to recognize this freedom and to honor the nation, which provides it, now

THEREFORE: I, _____, Mayor of this City/Town of _____, do hereby proclaim September 5-11, 2011, as **NATIONAL PATRIOTISM WEEK**, during this event, urge all citizens to join with the Benevolent and Protective Order of Elks in expressing gratitude for the privilege of Americanism Citizenship with appropriate celebrations and observances.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City/Town of _____ to be affixed this ____ day of September 2011.



ATTEST: _____



CARE INC

ARIZONA

PEOPLE NOT
POLITICS

**Together Transforming Arizona from
Competition to Compassion**



CARE INC
ARIZONA

For Our City
The Community Serving



For Our City
The Community Serving



For Our City
The Community Serving



For Our City
The Community Serving



For Our City
The Community Serving



For Our City
The Community Serving



The Purpose

To creatively and practically address local needs for emergency / disaster preparedness, collaborative volunteerism, and the implementation of community best practices.



For Our City



***providing a “safe place” for
municipal, faith, nonprofit and
business leaders to dialogue for
effective solutions for their
community***

Opportunity

Building a Team

Building a Bridge

Building a Collaborate

Building an Alliance



For Our City



Proclamation

- WHEREAS, For Our City is a Tempe based organization dedicated to the betterment of our community;
- WHEREAS, For Our City has shown extraordinary leadership in bringing together members from all faiths to participate in this endeavor;
- WHEREAS, CARE INC, under the direction of Chaplain Jon McHatton has taken the lead in founding, developing, and nurturing "For Our City" in Tempe;
- WHEREAS, The mission of For Our City is to enhance the quality of life for all residents through faith and service to our community;
- WHEREAS, For Our City stands as a shining example of what working together for the common good can bring to any city, any where;

NOW, THEREFORE, I, HUGH HALLMAN, Mayor of the City of Tempe, Arizona, do hereby declare:

March 5, 2008
as
For Our City Day
in Tempe, Arizona

IN WITNESS WHEREOF,
I hereunto set my hand
this 5th day of March
Two Thousand and Eight.

Mayor



 **City of Tempe**

For Our City

For Our City Breakfasts:

Relationship/ Trust Building

HURT (Holistic Urgent Recovery Training)

Project 85281 - Tempe

Project 85225 – Chandler

Volunteer Leadership Academy

Foreclosure & Debt Management

Healing of Page

Boys & Girls Club Programs

Live Love Day

Car Care Clinic

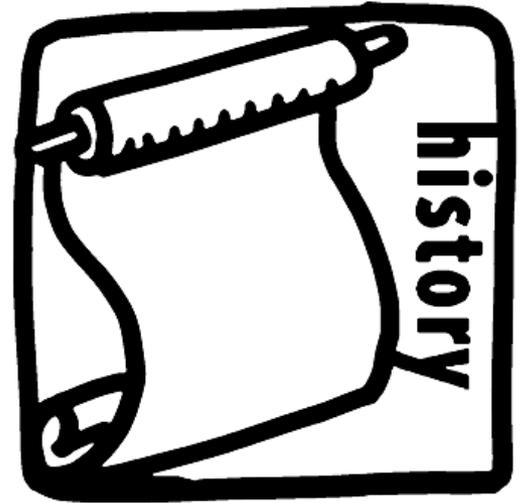
Project Homeless Connect

Chandler Paint-a-thon/”Let’s Pull Together”

Volunteer Tracking Mechanism

Citywide Collaboration Efforts

Web Pages: www.care-inc.org www.forourcity.org



For Our City Strategy and Tactics

- 1) Passion and Vision of Mayor for people
- 2) Network Leaders
- 3) Network Organizations
- 4) Engage with the Community
- 5) Empower through Mobilization
 - a) Emergency Preparedness
 - b) Community Collaboration
 - c) Volunteerism

Serve the City

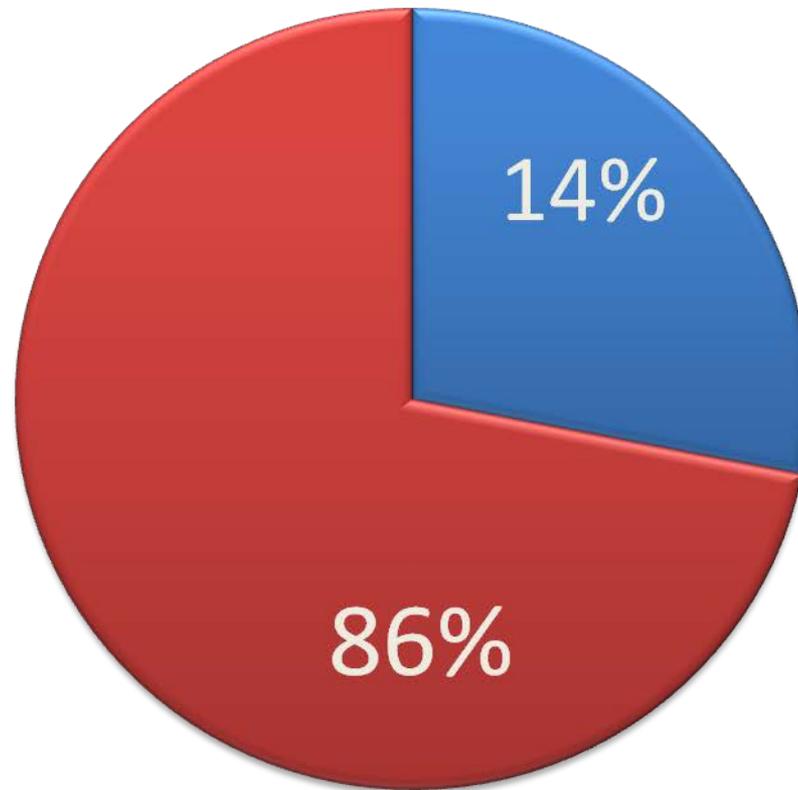
CARE INC is a civic nonprofit organization, not “faith based.” Due to this, For Our City is always focused on the community, not just the faith based part. However, CARE INC does recognize that the greatest potential of service in the community is the people of faith



For Our City

Where are the majority of volunteers?

■ Community ■ Faith Community



***Building relational bridges of trust
between Faith communities,
Nonprofits, Civic Leaders and the
Business Community.***



“TABLE TALK”



Our Steps

Step 1

Identify and Redefine

Step 2

Establish a functioning Host Committee

Step 3

Forge a unique solution

Step 4

Engage & Empower the Community



For Our City

Our Commitment

- Provide the structure and infrastructure
- Provide a “safe place” to dialogue for solutions
- Maintain a ready to respond status
- Share “Best Practices” with other municipalities



For Our City

Helping the city with volunteerism and projects directed by the Mayor and For Our City Host Committee. (Especially during these financially trying times.)



Questions & Answers

**Is For Our City a good idea?
Can it work in my community?
How can it work in Arizona?**



For Our City

Together Transforming Arizona from Competition to Compassion

“Helping people help people...”



CARE INC
ARIZONA

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011

Subject: **Special Event Liquor License Application for Lana Tolleson
(Cottonwood Chamber of Commerce).**

Department: City Clerk

From: Marianne Jiménez, City Clerk

REQUESTED ACTION

Council recommendation of approval or denial of a Special Event Liquor License Application submitted by Lana Tolleson (Cottonwood Chamber of Commerce) for the Rhythm & Ribs event scheduled for October 1, 2011.

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

"I move to recommend approval of a Special Event Liquor License Application for Lana Tolleson (Cottonwood Chamber of Commerce) for an event scheduled for October 1, 2011"

BACKGROUND

Lana Tolleson has requested approval of a Special Event Liquor License for the Rhythm & Ribs event scheduled for October 1, 2011, at the Cottonwood Kids' Park located at 350 South 12th Street.

JUSTIFICATION/BENEFITS/ISSUES

All Special Event Liquor License applications that are submitted to the Arizona Department of Liquor Licenses & Control (ADLLC) for events held in 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 applications.

COST/FUNDING SOURCE

N/A

REVIEWED BY

City Manager: _____ City Attorney: _____

ATTACHMENTS

- Application from Lana Tolleson.

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 8 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)

36 # Police Fencing
____ # Security personnel Barriers

Staff personal trained and aware of state liquor laws and will enforce. City Police patrolling and enforcing front door and serving area.

Signs will be posted on site stating current liquor laws.

4 - ID Stations (checking identification and using wrist bands)

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

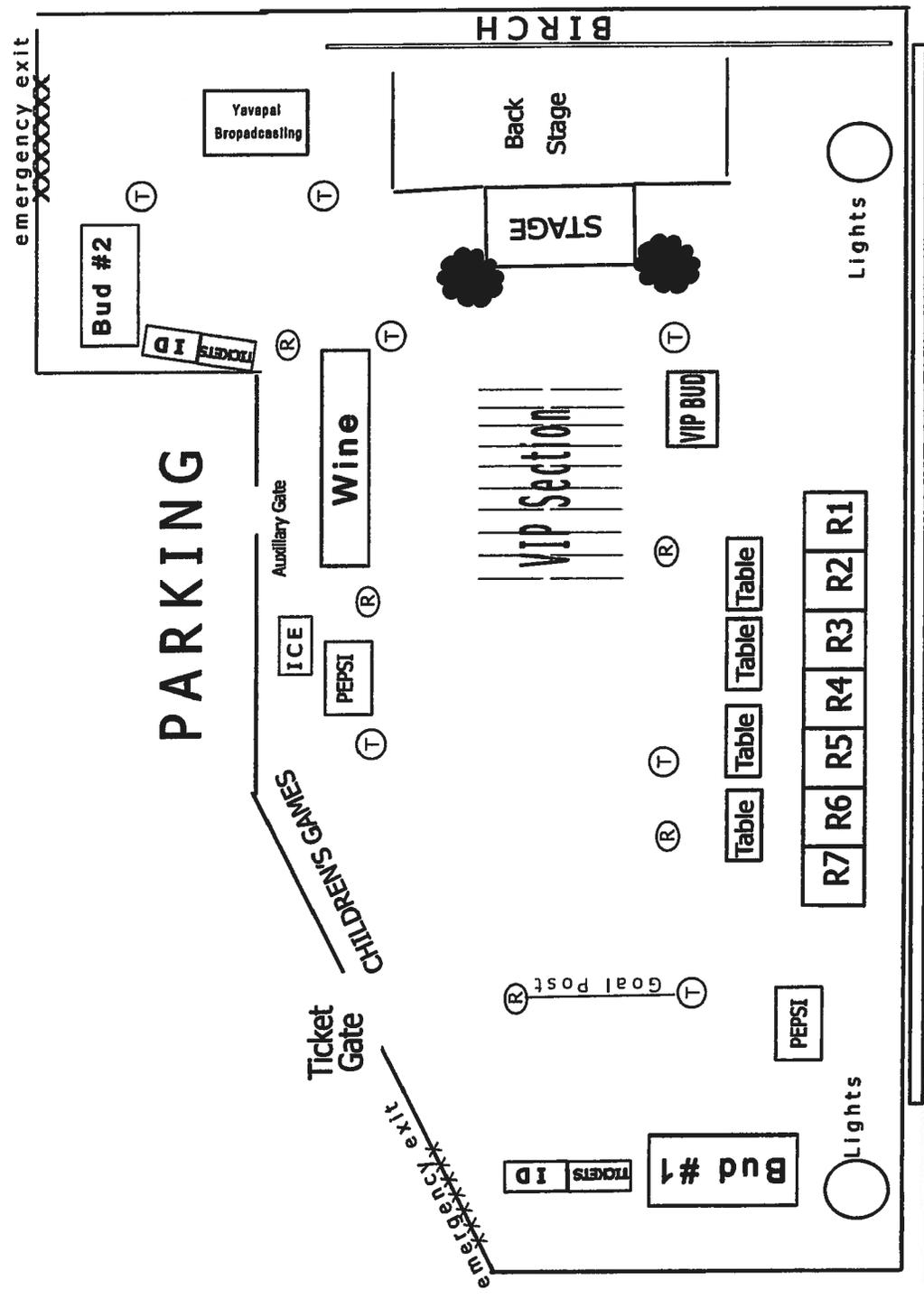
17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades or other control measures and security positions.

PARKING

DRIVEWAY

PARKING

DRIVEWAY



CLOSED
12TH STREET



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 8/22/11 (928) 634-7593
 (Signature) (Title/Position) (Date) (Phone #)

State of _____ County of _____

The foregoing instrument was acknowledged before me this

_____ Day _____ Month _____ Year

My Commission expires on: _____ (Date) _____ (Signature of NOTARY PUBLIC)

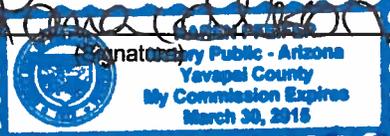
THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6

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) (Title/Position) The foregoing instrument was acknowledged before me this

22 August 2011
 Day Month Year

My commission expires on: 03-30-2016 _____ (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



Meeting Date: September 6, 2011

Subject: **Special Event Liquor License Applications for Joshua Bartosh (Old Town Association).**

Department: City Clerk

From: Marianne Jiménez, City Clerk

REQUESTED ACTION

Council recommendation of approval or denial of a Special Event Liquor License Application submitted by Joshua Bartosh (Old Town Association) for an event scheduled September 16, 17 and 18, 2011.

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

"I move to recommend approval of a Special Event Liquor License Application for Joshua Bartosh (Old Town Association) for an event scheduled September 16, 17 and 18, 2011."

BACKGROUND

Joshua Bartosh has requested approval of a Special Event Liquor License Application for the Thunder Valley Rally event scheduled September 16, 17 and 18, 2011 in Old Town.

JUSTIFICATION/BENEFITS/ISSUES

All Special Event Liquor License applications that are submitted to the Arizona Department of Liquor Licenses & Control (ADLLC) for events held in 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 applications.

COST/FUNDING SOURCE

N/A

REVIEWED BY

City Manager: _____ City Attorney: _____

ATTACHMENTS

- Application from Joshua Bartosh

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

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

400 W Congress #521
Tucson AZ 85701-1352
(520) 628-6595

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: The 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
A motorcycle rally

5. Location of the event: 1101 N Main Street 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 Jason 07/15/1973
Last First Middle Date of Birth

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

8. Phone Numbers: (928) 634-2256 (928) 634-3777 ()
Site Owner # Applicant's Business # Applicant's Home #

9. Date(s) & Hours of Event: (Remember: you cannot sell alcohol before 10:00 a.m. on Sunday)

	Date	Day of Week	Hours from A.M./P.M.	To A.M./P.M.
Day 1:	<u>September 16</u>	<u>Friday</u>	<u>3 PM</u>	<u>2 AM</u>
Day 2:	<u>September 17</u>	<u>Saturday</u>	<u>6 AM</u>	<u>2 AM</u>
Day 3:	<u>September 18</u>	<u>Sunday</u>	<u>10 AM</u>	<u>4 PM</u>
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 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 The Old Town Association 100%
Percentage

Address 1101 N. 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)

_____ # Police Fencing
_____ # Security personnel Barriers

Road will be blocked off, the park area is fenced with gates for entry/exlt

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

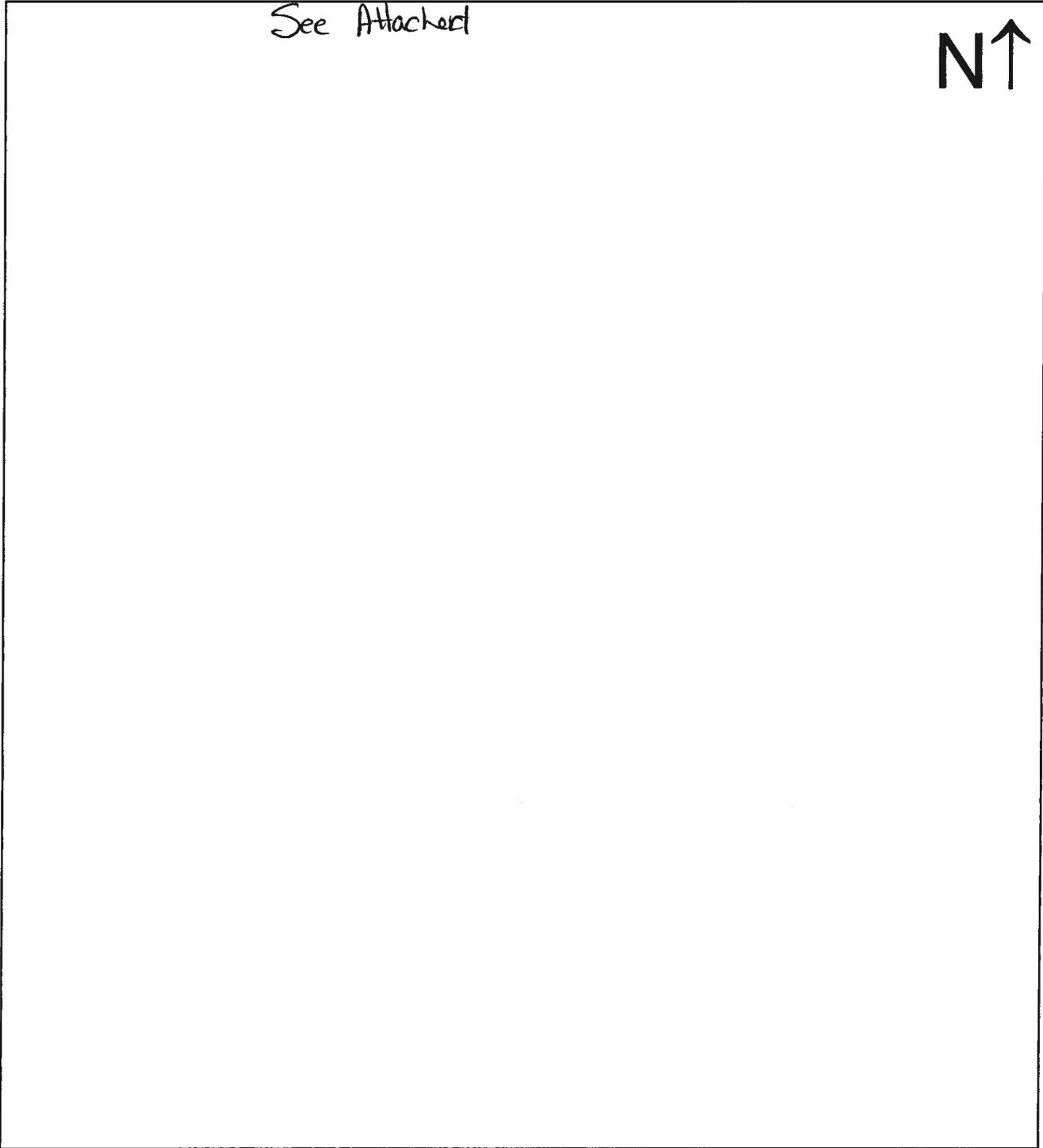
(ATTACH COPY OF AGREEMENT)

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)

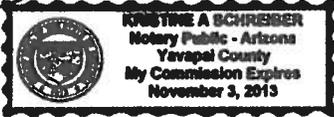
Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



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

18. I, 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 8/19/11 (928) 300-6613
 (Print full name) (Title/Position) (Date) (Phone #)



State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this 19th August 2011
 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 Bartosh 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
 (Print full name) The foregoing instrument was acknowledged before me this



19th August 2011
 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)

SERIES: 15 SPECIAL EVENT LICENSE (Temporary)

**Non-transferable
On-sale retail privileges**

PURPOSE:

Allows a charitable, civic, fraternal, political or religious organization to sell and serve spirituous liquor for consumption only on the premises where the spirituous liquor is sold, and only for the period authorized on the license. This is a temporary license.

ADDITIONAL RIGHTS AND RESPONSIBILITIES:

The applicant for a special event license must request a special event application from the Department and file the application with the governing body of the city or town, or Board of Supervisors of an unincorporated area of a county (where the special event is to take place) for approval or disapproval. Some local governing bodies may require approximately 60 days prior notice.

If the application is approved by the local authority, and the event meets the requirements for granting the license, the Director will issue a special event license to the qualifying organization.

Qualifying organizations will be granted a special event license for no more than ten (10) days in a calendar year. Events must be held on consecutive days and at the same location or additional licenses will be required. The license is automatically terminated upon closing of the last day of the event or the expiration of the license, whichever occurs first.

The qualified organization must receive at least twenty-five percent (25 %) of the gross revenues of the special event liquor sales.

A person selling spirituous liquor under a special event license must purchase the spirituous liquor from the holder of a license authorized to sell off-sale; *except that*, in the case of a non-profit organization which has obtained a special event license for the purpose of charitable fund raising activities, a person may receive the spirituous liquor from a wholesaler as a donation.

AVERAGE APPROVAL TIME: One (1) to seven (7) days.

PERIOD OF ISSUANCE:

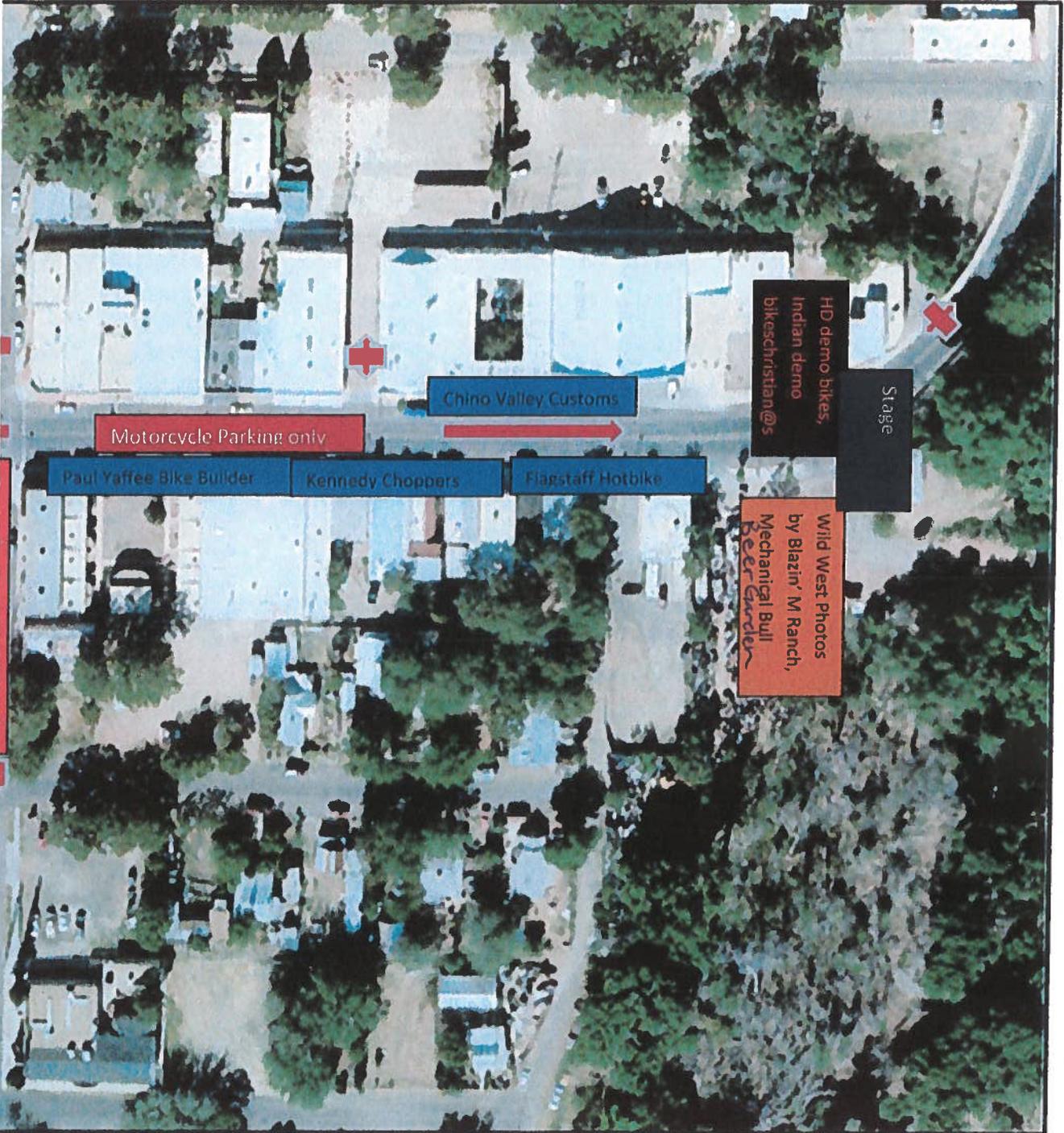
Issued for no more than a cumulative total of ten (10) days in a calendar year. A special event may be held for more than one (1) day, but it must be held on consecutive days and at the same location or additional licenses will be required.

FEES: \$25.00 per day.

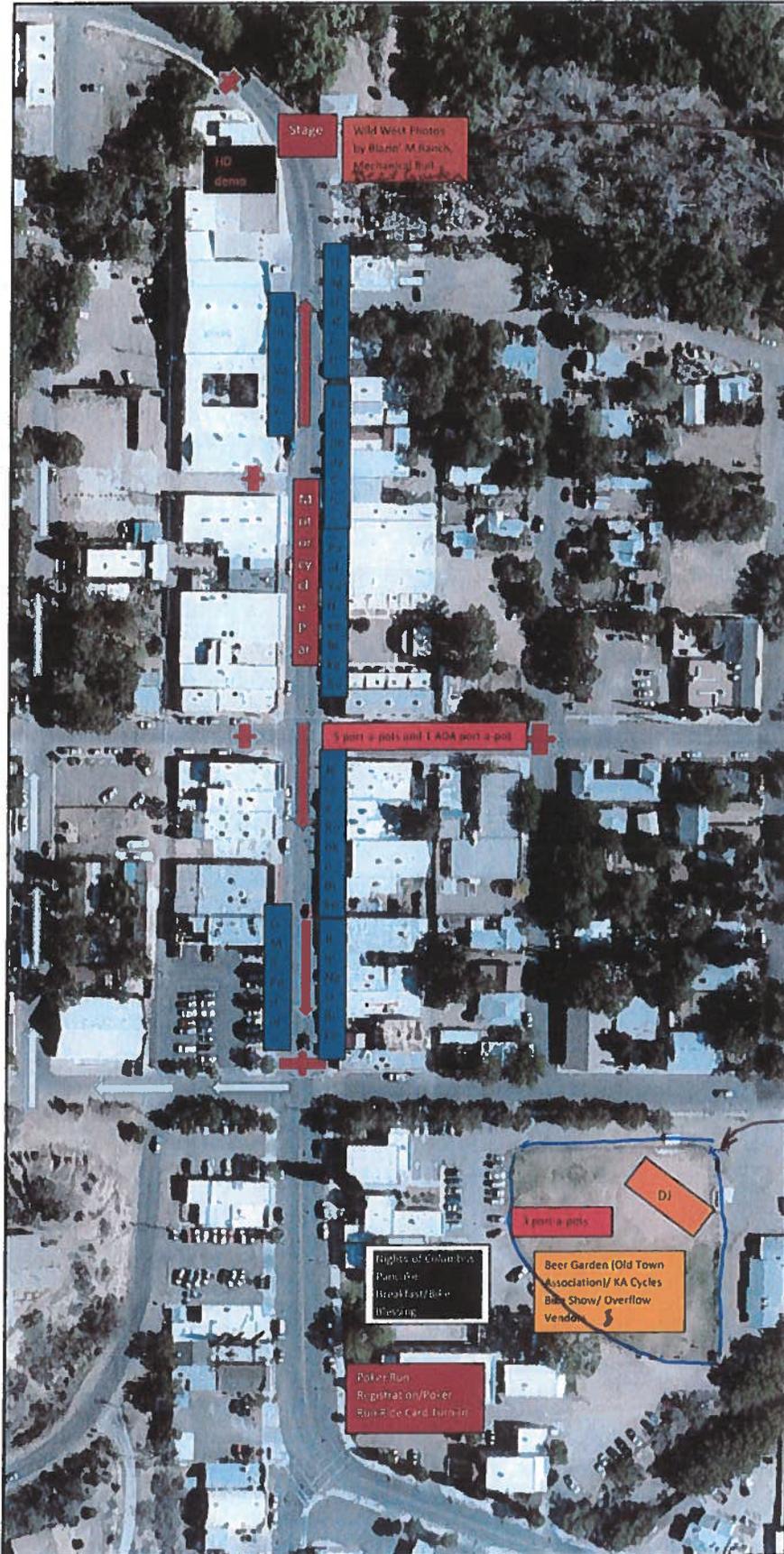
ARIZONA STATUTES AND REGULATIONS:

ARS 4-203.02, 4-244, 4-261; Rule R19-1-228, R19-1-235, R19-1-309.

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







2nd Beer Garden Location

Fenced Area 1st Beer Garden



PERMIT CLASS

III

COMMUNITY DEVELOPMENT DEPT.
 111 NORTH MAIN ST., COTTONWOOD, AZ 86326
 TEL: (928) 634-5505 ~ FAX: (928) 639-4254

Permit No. 11-013
 Fee Paid N/A
 Date Approved 8-2-11
 STAFF [Signature]
STAFF: Send copies of approved permit to City Clerk and all departments required to sign below. Large events should also be copied to SW Risk.

TEMPORARY USE PERMIT APPLICATION

Use this application for all temporary activities outlined under the Cottonwood Zoning Ordinance, Section 307 (Temporary Use Permits), including special events, temporary outdoor sales/sales lots, street vendors, temporary construction uses, batch plants, materials processing operations, model homes and temporary real estate sales offices.

Applications must be received **30-90 days** prior to the proposed event, depending on classification.

- Concert/Fest.
 Carnival/Rodeo
 Outdoor Mkt
 Block Party
 Parade
 Vehicle Race
 Marathon/Race
 Sports/Rec
 Car Show
 Air Show
 St.Vend/Lot
 Const.Yd.
 Processing
 Model/Office

Applicant Name: HERGENIAH ALLEN / Pks & Rec.
 Sponsoring Organization: C.O. COTTONWOOD BUSINESS REG.# N/A
 Mailing Address: 150 S. 6 ST.
 Contact Name: HERGENIAH Email: hahen@ci...
 Telephone (s): 901-2596 FAX: _____
 Describe Type of Event: THUNDER VALLEY MOTORCYCLE EVENT
 Physical Location: OLD TOWN COTTONWOOD (ON STREET)
 Date(s) and Time(s) of Event: SEPT. 16-18, 2011
 Street Closure? yes Estimated peak attendance: 5000 Number of Vendors / booths: 10

STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

[Signature]
 Signature of Applicant

7-28-11
 Date

Preliminary Meeting: Events or Activities that may draw more than 100 attendees, involve amplified outdoor music, City facilities or street closure require a preliminary meeting with staff.

Required? Y N
 Date: 8-2-11

This permit is not valid until all departments checked below issue their approval.

DEPT.	APPV	DENY	DATE	INITIALS	REMARKS	ADDITIONAL COMMENTS ATTACHED	PIOR INSPECTION REQUIRED
<input checked="" type="checkbox"/> Planning: 634-5505	<input type="checkbox"/>	<input type="checkbox"/>	8-2-11	[Signature]	capacity meetings - secured liquor lic.	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Building: 634-5505	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8/2/11	[Signature]		<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Police: 634-4246	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8-2-11	[Signature]	from 595 PD WILL PROVIDE EXTRA PERSONNEL TO REVISE EVENT	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Fire: 634-2741	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8/2/11	[Signature]	FD access must be available. Will review onsite	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Public Wks: 634-8033	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8/2/11	[Signature]	Per R to dist notification of Rel. closure	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Pks & Rec: 639-3200	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8-2-11	[Signature]		<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Risk Mgt: 634-0060	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8/2/11	[Signature]	need full list of vendors/parks from [Signature]	<input type="checkbox"/>	<input type="checkbox"/>

Applicant must obtain a City Business Registration, schedule and complete all required inspections prior to the event.

Follow Up Meeting: In some instances, a follow-up meeting may also be required after the event as an opportunity to highlight improvements to the event or to the permit process.

Required? Y N
 Date: 9-10-11

DATE: June 14, 2011
TO: George Gehlert, P&Z Director
THRU: Jason Little, Recreation Manager
FROM: Hezekiah Allen, Aquatic/Special Events Supervisor
SUBJECT: Thunder Valley Rally Event Narrative

Thunder Valley Rally Program Description:

The Thunder Valley Rally is a new program for the City of Cottonwood. The program itself though is not new it has been running for 10 years. In the past the event has seen 3,000 attendants and 1,000 participants for the poker run. The event will be Sept 16, 17, 18. Below is a rough outline of the events schedule. In addition we are asking the Old Town establishments to plan activities for the event. We will need to meet with PD to discuss security, and meet with the Fire Department to discuss response routes. Port-a-pots and trash cans will be placed in Old town.

Event Schedule:

Friday, Sept. 16rd 10:00 a.m.- 9:00 p.m.

10:00 a.m. Vendor Set up in Old Town

6:00 p.m. City Manager/Hamster/ Barley and Grapes Wine Tour

6:00 p.m.-9:00 p.m. Registration in the Civic Center

Saturday, Sept 17th 8:00 a.m.-9:00 p.m.

8:00 a.m. Day of registration /Pancake Breakfast

10:00 a.m. Bike Blessing (Pastor Rob Williams)

11:00 a.m. Registration ends kicks stands-up

11:00 a.m.--3:00 p.m. Poker Run

Proposed Route:

(Oak Creek canyon (89 A – Lake Mary Rd.- St Rt. 87 S – 260 W end in Old Town)

- Old Sedona Bar & Grill
- Mormon Lake Lodge
- Happy Jack's
- Cliff Castle Casino
- Old Town Cottonwood Pillsbury Winery/Rendezvous

4:00 p.m. Last Draw Old Town Cottonwood

4:00pm – 9:00pm Bike Show

4:00 p.m. – 9:00 p.m. Live Music (Cadillac Angels, Mogollon, Los Guys)

5:00 p.m. Poker Winners Announce

Sunday September 18th

10:00 a.m. Bike awards

12:00 p.m. Tear Down

Thunder Valley Rally

Street Closure

The Cottonwood Parks and Recreation Department is requesting to shut Main Street in Old Town on Friday, September 16 at 10:00 a.m. from Pima St. to the Old Town Jail, and reopen the street Sunday, September 18 at 2:00 p.m.

Poker Run

The poker run stops are:

- Old Sedona Bar and Grill
- Mormon Lake Lodge
- Clints Well
- Cliff Castle Casino Hotel
- Old Town Cottonwood

Participants will go east out Mingus Ave to north 89A towards Sedona. The first stop will be Old Sedona Bar and Grill and then continue north on 89A up Oak Creek Canyon to Lake Mary Rd. Next stop is Mormon Lake Lodge. After Mormon Lake Lodge they will continue south to Clints Well by making a right on 87. After Clints Well participants will make a left onto 260 ultimately stopping at Cliff Castle Casino. At this point participants have the option of heading down Hwy 17 to 260, or doubling back through Camp Verde to get to 260 ending in Old Town.

Alcohol Sales

The Old Town Association(OTA) is handling the sale of alcohol. They are going to have two booths. One located adjacent to the Main Stage in Old Town and another located at the Old Town Activity Park. They will have one booth dedicated to ID checks, and beer ticket purchasing. Alcohol will be allowed in the closed off portion of Main St. and the Old Town Activity Park. The Old Town Association is handling the liquor license process.

Vendors

We are still in the process of confirming vendors. Our goal is to get as many bike builders and bike parts manufactures as possible. Our goal is to bring economic value to the Old Town merchants with this program thus we are not approving competing vendors in the event. Each vendor will be required to provide a COI to the City listing us additionally insured.

Police Involvement

We are having national entertainment this year for Thunder Valley Rally which requires some special assistance on behalf of the police department. When the act arrives we will need to facilitate a meeting between the site police supervisor and the management of the band to ensure adequate support on behalf of

the band. Do to the extent of the allowable alcohol area I have asked OTA to provide volunteers at the major crossroads in Old Town to not allow any participants with alcohol in or out of the permitted area. I also would like to request that the police department also help out with this.

Insurance

We are requiring that each vendor provide us with a COI, in addition the Old Town Association will also be providing a COI for the the beer sales. The national act and the production crew will also be providing us with a COI.

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011

Subject: New Liquor License Application for Nei Yun You, Owner/ Agent of the China Buffet.

Department: City Clerk

From: Marianne Jiménez, City Clerk

REQUESTED ACTION

Council consideration of recommending approval or denial of a new Liquor License Application for Nei Yun You, Owner/Agent of the China Buffet restaurant located at 2180 E. Hwy 89A.

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

"I move to recommend approval of the new liquor license application for Nei Yun You, Owner/Agent of the China Buffet located at 2180 E. Hwy 89A."

BACKGROUND

A new Liquor License Application was received from the Arizona Department of Liquor Licenses & Control for Nei Yun You, Owner/Agent of the China Buffet located at 2180 E. Hwy 89A in Cottonwood. The application notice was posted for 20 days and no comments for or against the application have been received.

JUSTIFICATION/BENEFITS/ISSUE

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.

REVIEWED BY:

City Manager: _____ City Attorney: _____

ATTACHMENTS

- Liquor License Application for Nei Yun You.

Arizona Department of Liquor Licenses and Control
 800 West Washington, 5th Floor
 Phoenix, Arizona 85007
 www.azliquor.gov
 602-542-5141

APPLICATION FOR LIQUOR LICENSE
 TYPE OR PRINT WITH BLACK INK

Notice: Effective Nov. 1, 1997, All Owners, Agents, Partners, Stockholders, Officers, or Managers actively involved in the day to day operations of the business must attend a Department approved liquor law training course or provide proof of attendance within the last five years. See page 5 of the Liquor Licensing requirements.

SECTION 1 This application is for a:

- MORE THAN ONE LICENSE
- INTERIM PERMIT *Complete Section 5*
- NEW LICENSE *Complete Sections 2, 3, 4, 13, 14, 15, 16*
- PERSON TRANSFER (Bars & Liquor Stores ONLY)
Complete Sections 2, 3, 4, 11, 13, 15, 16
- LOCATION TRANSFER (Bars and Liquor Stores ONLY)
Complete Sections 2, 3, 4, 12, 13, 15, 16
- PROBATE/WILL ASSIGNMENT/DIVORCE DECREE
Complete Sections 2, 3, 4, 9, 13, 16 (fee not required)
- GOVERNMENT *Complete Sections 2, 3, 4, 10, 13, 15, 16*

SECTION 2 Type of ownership:

- J.T.W.R.O.S. *Complete Section 6*
- INDIVIDUAL *Complete Section 6*
- PARTNERSHIP *Complete Section 6*
- CORPORATION *Complete Section 7*
- LIMITED LIABILITY CO. *Complete Section 7*
- CLUB *Complete Section 8*
- GOVERNMENT *Complete Section 10*
- TRUST *Complete Section 6*
- OTHER (Explain) _____

SECTION 3 Type of license and fees LICENSE #(s):

1. Type of License(s): # 12 - REST. 12133497
 2. Total fees attached: \$ _____ Department Use Only

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE
 The fees allowed under A.R.S. 44-6852 will be charged for all dishonored checks.

SECTION 4 Applicant

- 1. Owner/Agent's Name: Mr. You 1054422
(Insert one name ONLY to appeal on license) Last First Middle
- 2. Corp./Partnership/L.L.C.: 2180 COTTONWOOD, LLC 51044527
(Exactly as it appears on Articles of Inc. or Articles of Org.)
- 3. Business Name: CHINA BUFFET
(Exactly as it appears on the exterior of premises)
- 4. Principal Street Location: 2180 E. HWY 89A COTTONWOOD YAVAPAI 86326
(Do not use PO Box Number) City County Zip
- 5. Business Phone: (928) 634-5938 Daytime Contact: (928) 634-5938
- 6. Is the business located within the incorporated limits of the above city or town? YES NO
- 7. Mailing Address: 5088 N. OCEAN AVE. TULSON AZ 85704
City State Zip
- 8. Price paid for license only bar, beer and wine, or liquor store: Type N/A \$ N/A Type N/A \$ N/A

DEPARTMENT USE ONLY				
Fees:	<u>100.</u>			
Application	Interim Permit	Agent Change	Club	Finger Prints \$ <u>48.00</u>
				<u>148.00</u>
TOTAL OF ALL FEES				
Is Arizona Statement of Citizenship & Alien Status For State Benefits complete? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
Accepted by: <u>M.C.</u>	Date: <u>8/4/2011</u>	Lic. # <u>12133497</u>		

July 2010 *Disabled individuals requiring special accommodation, please call (602) 542-9027.

SECTION 5 Interim Permit:

1. If you intend to operate business when your application is pending you will need an Interim Permit pursuant to A.R.S. 4-203.01.
2. There **MUST** be a valid license of the same type you are applying for currently issued to the location.
3. Enter the license number currently at the location. _____
4. Is the license currently in use? YES NO If no, how long has it been out of use? _____

ATTACH THE LICENSE CURRENTLY ISSUED AT THE LOCATION TO THIS APPLICATION.

I, _____, declare that I am the CURRENT OWNER, AGENT, CLUB MEMBER, PARTNER,
 (Print full name)
 MEMBER, STOCKHOLDER, OR LICENSEE (circle the title which applies) of the stated license and location.

State of _____ County of _____

X _____
 (Signature)

The foregoing instrument was acknowledged before me this
 _____ day of _____, _____ Year
 Day Month Year

My commission expires on: _____

 (Signature of NOTARY PUBLIC)

SECTION 6 Individual or Partnership Owners:

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

1. Individual:

Last	First	Middle	% Owned	Mailing Address	City State Zip

Partnership Name: (Only the first partner listed will appear on license) _____

General-Limited	Last	First	Middle	% Owned	Mailing Address	City State Zip
<input type="checkbox"/> <input type="checkbox"/>						
<input type="checkbox"/> <input type="checkbox"/>						
<input type="checkbox"/> <input type="checkbox"/>						
<input type="checkbox"/> <input type="checkbox"/>						

(ATTACH ADDITIONAL SHEET IF NECESSARY)

2. Is any person, other than the above, going to share in the profits/losses of the business? YES NO
 If Yes, give name, current address and telephone number of the person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City, State, Zip	Telephone#

SECTION 7 Corporation/Limited Liability Co.:

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

- CORPORATION Complete questions 1, 2, 3, 5, 6, 7, and 8.
 L.L.C. Complete 1, 2, 4, 5, 6, 7, and 8.

1. Name of Corporation/L.L.C.: 2180 Cottonwood, LLC
 (Exactly as it appears on Articles of Incorporation or Articles of Organization)
2. Date Incorporated/Organized: 3/16/2011 State where Incorporated/Organized: Arizona
3. AZ Corporation Commission File No.: _____ Date authorized to do business in AZ: _____
4. AZ L.L.C. File No: L-1666953-5 Date authorized to do business in AZ: 3/21/2011
5. Is Corp./L.L.C. Non-profit? YES NO

6. List all directors, officers and members in Corporation/L.L.C.:

Last	First	Middle	Title	Mailing Address	City State Zip
YOU	NEI	YUN	MEM	1251 S. PIONEER DR.	COTTONWOOD AZ 86326
CHEN	HUIHUA	XIAO HUA	MEM	630 DRAGONFLY PRESCOTT	AZ 86301
(ATTACH ADDITIONAL SHEET IF NECESSARY)					

7. List stockholders who are controlling persons or who own 10% or more:

Last	First	Middle	% Owned	Mailing Address	City State Zip
YOU	NEI	YUN	20%	1251 S. PIONEER DR.	COTTONWOOD AZ 86326
CHEN	HUIHUA	XIAO HUA	80%	630 DRAGONFLY PRESCOTT	AZ 86301
(ATTACH ADDITIONAL SHEET IF NECESSARY)					

8. If the corporation/L.L.C. is owned by another entity, attach a percentage of ownership chart, and a director/officer/member disclosure for the parent entity. Attach additional sheets as needed in order to disclose personal identities of all owners.

SECTION 8 Club Applicants:

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

1. Name of Club: _____ Date Chartered: _____
 (Exactly as it appears on Club Charter or Bylaws) (Attach a copy of Club Charter or Bylaws)

2. Is club non-profit? YES NO

3. List officer and directors:

Last	First	Middle	Title	Mailing Address	City State Zip
(ATTACH ADDITIONAL SHEET IF NECESSARY)					

SECTION 9 Probate, Will Assignment or Divorce Decree of an existing Bar or Liquor Store License:

- 1. Current Licensee's Name: _____
(Exactly as it appears on license) Last First Middle
- 2. Assignee's Name: _____
Last First Middle
- 3. License Type: _____ License Number: _____ Date of Last Renewal: _____
- 4. ATTACH TO THIS APPLICATION A CERTIFIED COPY OF THE WILL, PROBATE DISTRIBUTION INSTRUMENT, OR DIVORCE DECREE THAT SPECIFICALLY DISTRIBUTES THE LIQUOR LICENSE TO THE ASSIGNEE TO THIS APPLICATION.

SECTION 10 Government: (for cities, towns, or counties only)

- 1. Governmental Entity: _____
- 2. Person/designee: _____
Last First Middle Contact Phone Number

A SEPARATE LICENSE MUST BE OBTAINED FOR EACH PREMISES FROM WHICH SPIRITUOUS LIQUOR IS SERVED.

SECTION 11 Person to Person Transfer:

Questions to be completed by CURRENT LICENSEE (Bars and Liquor Stores ONLY-Series 06,07, and 09).

- 1. Current Licensee's Name: _____ Entity: _____
(Exactly as it appears on license) Last First Middle (Indiv., Agent, etc.)
- 2. Corporation/L.L.C. Name: _____
(Exactly as it appears on license)
- 3. Current Business Name: _____
(Exactly as it appears on license)
- 4. Physical Street Location of Business: Street _____
City, State, Zip _____
- 5. License Type: _____ License Number: _____
- 6. If more than one license to be transferred: License Type: _____ License Number: _____
- 7. Current Mailing Address: Street _____
(Other than business) City, State, Zip _____
- 8. Have all creditors, lien holders, interest holders, etc. been notified of this transfer? YES NO
- 9. Does the applicant intend to operate the business while this application is pending? YES NO If yes, complete Section 5 of this application, attach fee, and current license to this application.

10. I, _____, hereby authorize the department to process this application to transfer the privilege of the license to the applicant, provided that all terms and conditions of sale are met. Based on the fulfillment of these conditions, I certify that the applicant now owns or will own the property rights of the license by the date of issue.

I, _____, declare that I am the CURRENT OWNER, AGENT, MEMBER, PARTNER STOCKHOLDER, or LICENSEE of the stated license. I have read the above Section 11 and confirm that all statements are true, correct, and complete.

(Signature of CURRENT LICENSEE)

State of _____ County of _____
The foregoing instrument was acknowledged before me this

Day Month Year

My commission expires on: _____

(Signature of NOTARY PUBLIC)

SECTION 12 Location to Location Transfer: (Bars and Liquor Stores ONLY)

APPLICANTS CANNOT OPERATE UNDER A LOCATION TRANSFER UNTIL IT IS APPROVED BY THE STATE

1. Current Business: Name _____
(Exactly as it appears on license) Address _____
2. New Business: Name _____
(Physical Street Location) Address _____
3. License Type: _____ License Number: _____
4. If more than one license to be transferred: License Type: _____ License Number: _____
5. What date do you plan to move? _____ What date do you plan to open? _____

SECTION 13 Questions for all in-state applicants excluding those applying for government, hotel/motel, and restaurant licenses (series 5, 11, and 12):

A.R.S. § 4-207 (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building. The above paragraph DOES NOT apply to:

- a) Restaurant license (§ 4-205.02)
- b) Hotel/motel license (§ 4-205.01)
- c) Government license (§ 4-205.03)
- d) Fenced playing area of a golf course (§ 4-207 (B)(5))

1. Distance to nearest school: _____ ft. Name of school _____
Address _____
City, State, Zip _____
2. Distance to nearest church: _____ ft. Name of church _____
Address _____
City, State, Zip _____
3. I am the: Lessee Sublessee Owner Purchaser (of premises)
4. If the premises is leased give lessors: Name Yoo Xiu Lu
Address 5088 W. OCEAN AVE. TUCSON, AZ 85704
City, State, Zip _____
- 4a. Monthly rental/lease rate \$ 7,500⁰⁰ What is the remaining length of the lease 1 yrs. 9 mos.
- 4b. What is the penalty if the lease is not fulfilled? \$ 0 or other N/A
(give details - attach additional sheet if necessary)
5. What is the total business indebtedness for this license/location excluding the lease? \$ 0
Please list debtors below if applicable.

11 AUG 4 11p. Lic. PM 3 14

Last	First	Middle	Amount Owed	Mailing Address	City State	Zip
N/A			N/A	N/A		

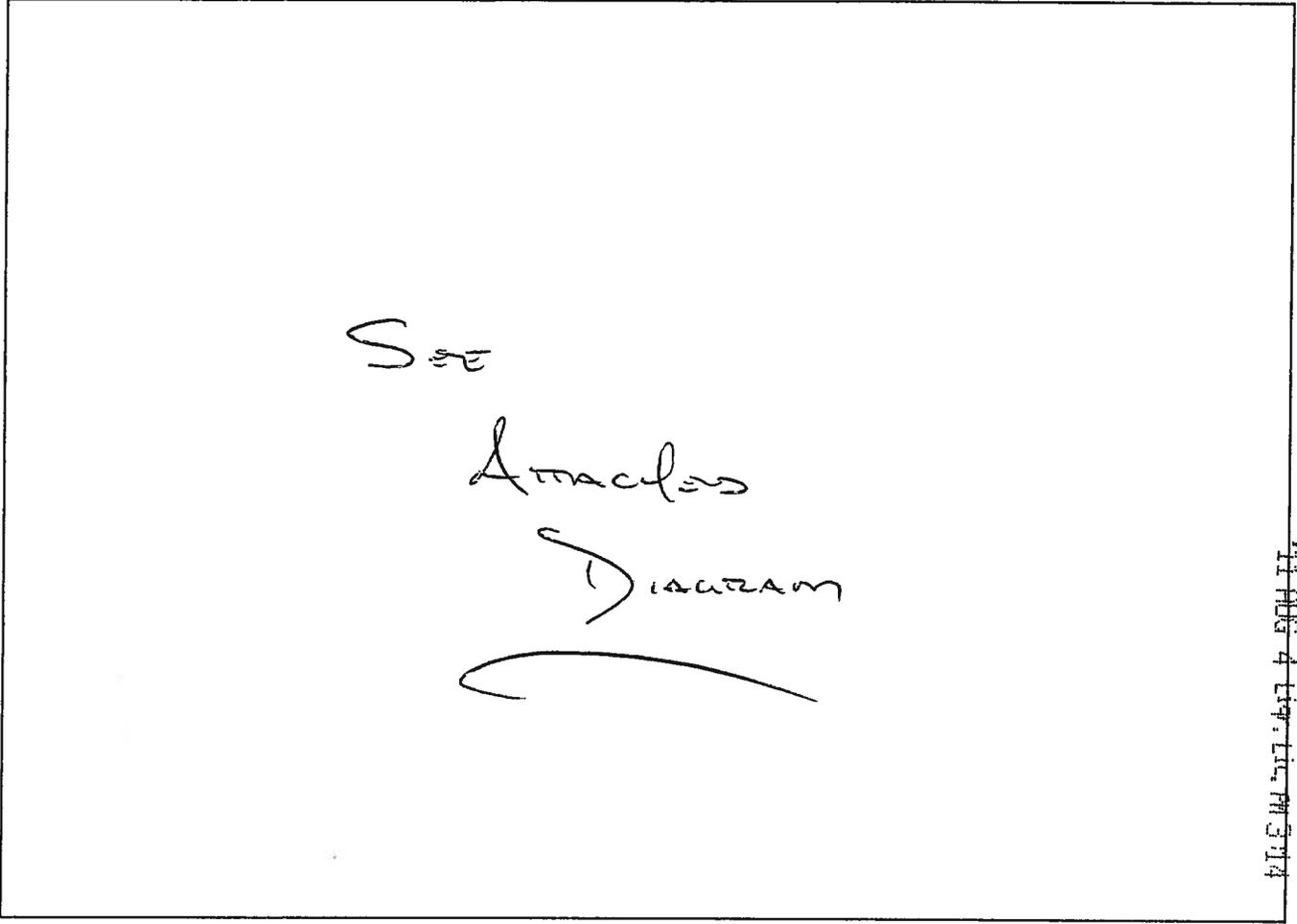
(ATTACH ADDITIONAL SHEET IF NECESSARY)

6. What type of business will this license be used for (be specific)? CHINESE / ASIAN BUFFET RESTAURANT

SECTION 15 Diagram of Premises

4. In this diagram please show only the area where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored. It must show all entrances, exits, interior walls, bars, bar stools, hi-top tables, dining tables, dining chairs, the kitchen, dance floor, stage, and game room. Do not include parking lots, living quarters, etc. When completing diagram, North is up ↑.

If a legible copy of a rendering or drawing of your diagram of premises is attached to this application, please write the words "diagram attached" in box provided below.

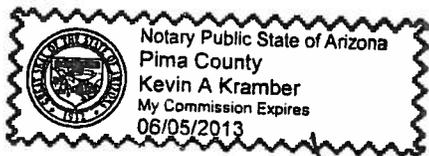


SECTION 16 Signature Block

I, NEI YUN YONG, hereby declare that I am the OWNER/AGENT filing this application as stated in Section 4, Question 1. I have read this application and verify all statements to be true, correct and complete.

X [Signature]
(signature of applicant listed in Section 4, Question 1)

State of ARIZONA County of PIMA



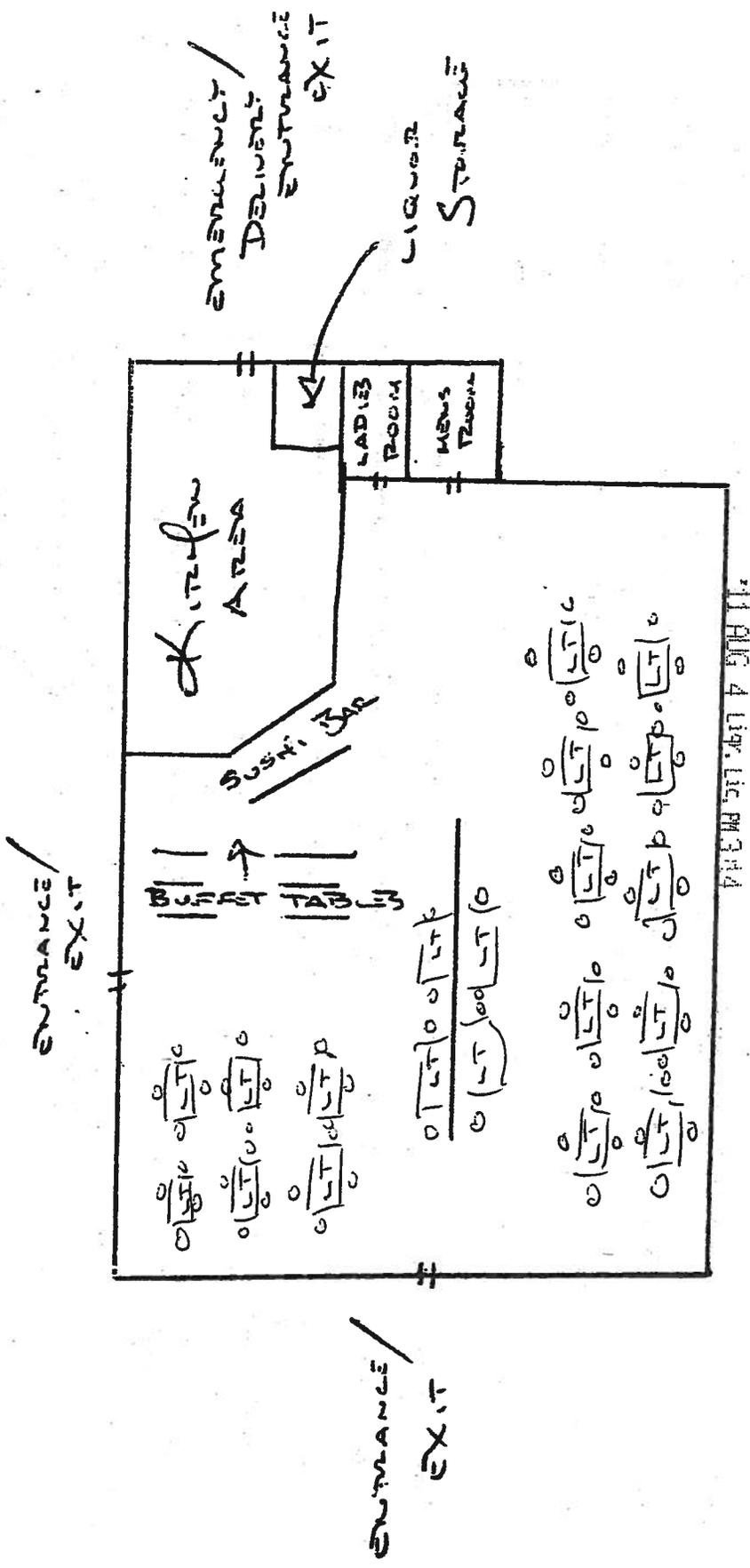
The foregoing instrument was acknowledged before me this 28TH of July 2011
Day Month Year

[Signature]
signature of NOTARY PUBLIC

My commission expires on: June 5, 2013
Day Month Year

SECT. 15 CONT.
 "CHINA BUFFET"

5,000 SQ. FT.



PLANS 4 139, 132, 133, 134

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011

Subject: City of Tucson Cooperative Purchasing Agreement

Department: Administrative Services

From: Lisa Elliott, Purchasing Manager
Jesus R. Rodriguez, CGFM - Administrative Services General Manager

REQUESTED ACTION

Staff is requesting approval of the attached Cooperative Purchasing Agreement between the City of Cottonwood and the City of Tucson.

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

I move to approve that the City of Cottonwood enter into a Cooperative Purchasing Agreement with the City of Tucson and that Council authorize the Mayor to execute said agreement.

BACKGROUND

The City of Tucson has established cooperative purchasing alliances that permit other eligible procurement units to purchase materials and services from vendors at the prices and terms contained in contracts between the City of Tucson and those vendors. Cooperative purchasing allows eligible procurement units to utilize the competitive procurement efforts performed by other entities rather than performing the same procurement efforts themselves. It also allows for increased savings through reduced pricing provided by vendors due to the increased volume of sales/transactions.

JUSTIFICATION/BENEFITS/ISSUES

This request does not violate any of the City's procurement procedures; conversely, it will be an enhancement that will provide yet another avenue to acquire equipment, goods and services. Currently, the City has the following procurement alternatives available for use:

Mohave Educational Services Cooperative, Inc.
State procurement - Arizona Department of Administration

Strategic Alliance for Volume Expenditures (S.A.V.E.)
US Communities
Piggybacking on other entities contracts

This Cooperative Purchasing Agreement does not add any additional fiscal burden to the City's budget. It will allow the City to secure goods and service in a more expeditious and cost effective manner. Staff does not see any downside to this Agreement.

COST/FUNDING SOURCE

There is no cost involved with this Agreement.

REVIEWED BY:

City Manager: _____

City Attorney: _____

ATTACHMENTS

City of Tucson Cooperative Purchasing Agreement



CITY OF TUCSON COOPERATIVE PURCHASING AGREEMENT

This Agreement entered into this 6 day of September, 2011 between the City of Tucson hereinafter called the "City" and the City of Cottonwood, a public procurement unit, hereinafter called "eligible procurement unit," to permit the eligible procurement unit to purchase materials and services from vendors at the prices and terms contained in contracts between the City of Tucson and those vendors. Any eligible procurement unit may enter into an Agreement with the City of Tucson Department of Procurement for the purpose of utilizing their respective cooperative contracts. (Arizona Revised Statutes Section 41-2632).

In consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result thereof, the parties agree as follows:

1. The City shall make available certain contracts to the eligible procurement units.
2. For those contracts awarded by the City, specifications for the materials and services will be determined by the City of Tucson Department of Procurement.
3. City procurement processes shall be conducted in accordance with the City's Charter (Chapter 28), the City Procurement Code and City Department of Procurement administrative policies and procedures. The eligible procurement unit will insure that its own legal requirements are met and shall be responsible for any additional actions that may be necessary to meet those requirements.
4. The City may invite an eligible procurement unit to participate in any solicitation.
5. The eligible procurement unit shall:
 - a. Insure that purchase orders issued against eligible City contracts are in accordance with the terms and prices established in the City contract.
 - b. Make timely payments to the vendor for all materials and services received in accordance with the terms and conditions of the City contract. Payment for materials or services and inspection and acceptance of materials or services ordered by the eligible procurement unit shall be the exclusive obligation of such unit.
 - c. Not use a City contract as a method for obtaining additional concessions or reduced prices for contracted materials or services. The eligible procurement unit shall not advertise or market City contracts without the City's prior written consent.
 - d. Be responsible for ordering materials or services under this agreement. The City shall not be liable in any fashion for any violation by eligible procurement unit of this agreement, and the eligible procurement unit shall be responsible for any liability which may arise from action or inaction of the eligible procurement unit relating to this agreement or its subject matter.
6. The exercise of any rights or remedies by the eligible procurement unit shall be the exclusive obligation of such unit; however, the City, as the contract administrator and without subjecting itself to any liability, may join in the resolution of any controversy should it so desire.
7. The City may terminate this Agreement if the eligible procurement unit fails to comply with the terms of a City contract.
8. This Agreement shall take effect upon execution by the parties and shall continue until it is terminated in accordance with its terms. This Agreement supersedes any and all previous cooperative purchase agreements.
9. Either party may terminate this Agreement with at least thirty- (30) days written notice to the other party.

10. Failure of the eligible procurement unit to secure performance from the contractor in accordance with the terms and conditions of its purchase order does not necessarily require the City to exercise its own rights or remedies.
11. This Agreement may be cancelled pursuant to the provisions of A.R.S. 38-511.
12. This Agreement is exempt from the provisions of A.R.S. 11-952, Subsections D and F under provision of A.R.S. 41-2632.
13. The City and the eligible procurement unit agree not to discriminate against any employee or applicant for employment in violation of the terms of Federal Executive Order 11246 and State Executive Order No. 99-4, A.R.S. 41-1461 et. seq.
14. Appropriate action by ordinance, resolution or otherwise pursuant to the laws applicable to the eligible procurement unit shall be necessary before this agreement becomes effective.

IN WITNESS WHEREOF, the parties of this Agreement have caused their names to be affixed hereto by their proper officers on the dates indicated.

ELIGIBLE PROCUREMENT UNIT CONTACT INFORMATION:

<u>Lisa Elliott, Procurement Manager</u> Name/Title	<u>816 N Main Street, Cottonwood, AZ 86326</u> Address
<u>(928) 340-2714</u> Phone #	<u>lelliott@cottonwoodaz.gov</u> Email Address:

AUTHORIZED AUTHORITY FOR THE ELIGIBLE PROCUREMENT UNIT:

FOR THE CITY OF TUCSON:

Signature

Diane Joens

Printed Name

Mayor

Title

Signature

Printed Name

Title

Dated this ____ day of _____, 20__

Dated this ____ day of _____, 20__

APPROVED AS TO FORM:

Attorney for Eligible Procurement Unit

Dated this ____ day of _____, 20__

Form approved this 9th day of January, 2009, for the City of Tucson. (Form with original signature of approval is on file in the City Clerk's Office.)

David L. Deibel
David L. Deibel, Principal Assistant City Attorney

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011
Subject: Sludge Hauling Bid
Department: Utilities
From: Dan Lueder

REQUESTED ACTION

Consider rejecting all bids received for wastewater biosolids hauling and disposal

If the Council desires to approve this item the suggested motion is: I move to authorize staff to reject all bids received on August 4, 2011 for biosolids disposal and to re-bid the contract.

BACKGROUND

The Cottonwood City Council awarded the current contract for sludge hauling and disposal in June of 2008 as the result of a competitive bidding process. The contract called for an initial one-year term followed by two additional one-year extensions at Council discretion. The final one year extension has expired and the biosolids hauling and disposal bid was re-advertised with bids due to be submitted by 3:00 PM on August 4, 2011.

Staff received two completed bid packets by the deadline; one from D&K Farming Enterprise and the second from Waste Management. Upon reviewing the bid packets it was noted that the two bidders proposed utilizing significantly different volume containers. This made it extremely difficult to determine the lowest bid as one bidder had a higher per pull rate but would be hauling almost twice the tonnage as the other bidder. After consultation with the city attorney, staff has determined that the best course of action would be to request Council reject all bids and re-advertise the biosolids hauling and disposal bid utilizing only a per ton price as opposed to the combination of a per pull price and per ton price. This will clarify the actual cost per ton to dispose of biosolids no matter what volume containers a bidder wishes to utilize.

JUSTIFICATION/BENEFITS/ISSUES

Rejecting the bids and re-bidding this contract will enable the City to obtain this service from a qualified provider at the lowest possible price.

COST/FUNDING SOURCE

Wastewater operations fund

REVIEWED BY:

City Manager: _____

City Attorney: _____

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011
Subject: Parks & Recreation Commission Appointments
Department: Community Services - Parks & Recreation
From: Richard Faust, Community Services General Manager

REQUESTED ACTION

Appointments to fill vacant seats on the Parks and Recreation Commission by resolution.

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

"I move to approve Resolution Number **2601** appointing _____ a member of the Parks & Recreation Commission for 3 year term expiring August 16, 2014

"I move to approve Resolution Number **2602** appointing _____ a member of the Parks & Recreation Commission for a 3 year term expiring August 16, 2014.

"I move to approve Resolution Number **2603** appointing _____ a member of the Parks & Recreation Commission for a 3 year term expiring August 16, 2014.

"I move to approve Resolution Number **2604** appointing _____ a member of the Parks & Recreation Commission for a 2 year term expiring August 16, 2013.

"I move to approve Resolution Number **2605** appointing _____ a member of the Parks & Recreation Commission for a 1 year term expiring August 16 , 2012.

BACKGROUND

Five (5) Parks & Recreation Commissioner terms of office have expired as follows:

Citizen Name

Date of Term Expiration

- William Bowden 8/16/11

- Doug Hulse 8/16/11
- Nathaniel Munn 8/16/11
- Ann Shaw 8/16/11
- Dennis Burke 8/16/11

The Human Resources Manager advertised the above vacancies on the Parks & Recreation Commission for approximately 4 weeks in the local newspapers with an additional 2 weeks ending Friday, August 19, 2011. All of the above Commission members have expressed their desire to continue working another term and have requested Council consideration for reappointment. Iris Dobler received two (2) additional applications:

- Dr. Robert Richards
- Timony B. McKeever, Sr.

Please see the attached copies of Commission/Board Applications from the seven (7) applicants for the five (5) open positions.

JUSTIFICATION/BENEFIT/ISSUES

Issue: fill vacancies on the Parks & Recreation Commission according to requirements by City Council for a seven member commission body.

COST/FUNDING SOURCE

N.A.

REVIEWED BY

City Manager: _____

City Attorney: _____

ATTACHMENTS

Seven (7) attachments as follows:

- Applications from William Bowden, Doug Hulse, Nathaniel Munn, Dennis Burke, Ann Shaw, Robert Richards and Timony B. McKeever, Sr.

RESOLUTION NUMBER 2601

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, APPOINTING _____
A MEMBER OF THE CITY OF COTTONWOOD PARKS AND RECREATION COMMISSION AND ESTABLISHING _____ TERM OF OFFICE.

WHEREAS, the term of Doug Hulse as a member of the Parks and Recreation Commission expired August 16, 2011; and

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

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

THAT, in accordance with Section 2.68.030 of the City Code, _____, a resident of the City of Cottonwood, is hereby appointed a member of the City of Cottonwood Parks and Recreation Commission to fill a three year term expiring August 16, 2014.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 6TH DAY OF SEPTEMBER 2011.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steven B. Horton, Esq.
City Attorney

Marianne Jiménez, City Clerk

RESOLUTION NUMBER 2602

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, APPOINTING _____
A MEMBER OF THE CITY OF COTTONWOOD PARKS AND RECREATION COMMISSION AND ESTABLISHING _____ TERM OF OFFICE.

WHEREAS, the term of William Bowden as a member of the Parks and Recreation Commission expired August 16, 2011; and

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

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

THAT, in accordance with Section 2.68.030 of the City Code, _____, a resident of the City of Cottonwood, is hereby appointed a member of the City of Cottonwood Parks and Recreation Commission to fill a three year term expiring August 16, 2014.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 6TH DAY OF SEPTEMBER 2011.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steven B. Horton, Esq.
City Attorney

Marianne Jiménez, City Clerk

RESOLUTION NUMBER 2603

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, APPOINTING _____
A MEMBER OF THE CITY OF COTTONWOOD PARKS AND RECREATION COMMISSION AND ESTABLISHING _____ TERM OF OFFICE.

WHEREAS, the term of Nathaniel Munn as a member of the Parks and Recreation Commission expired August 16, 2011; and

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

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

THAT, in accordance with Section 2.68.030 of the City Code, _____, a resident of the City of Cottonwood, is hereby appointed a member of the City of Cottonwood Parks and Recreation Commission to fill a three year term expiring August 16, 2014.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 6TH DAY OF SEPTEMBER 2011.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steven B. Horton, Esq.
City Attorney

Marianne Jiménez, City Clerk

RESOLUTION NUMBER 2604

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, APPOINTING _____
A MEMBER OF THE CITY OF COTTONWOOD PARKS AND RECREATION COMMISSION AND ESTABLISHING _____ TERM OF OFFICE.

WHEREAS, the term of Dennis Burke as a member of the Parks and Recreation Commission expired August 16, 2011; and

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

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

THAT, in accordance with Section 2.68.030 of the City Code, _____, a resident of the City of Cottonwood, is hereby appointed a member of the City of Cottonwood Parks and Recreation Commission to fill a two year term expiring August 16, 2013.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 6TH DAY OF SEPTEMBER 2011.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steven B. Horton, Esq.
City Attorney

Marianne Jiménez, City Clerk

RESOLUTION NUMBER 2605

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, APPOINTING _____ A MEMBER OF THE CITY OF COTTONWOOD PARKS AND RECREATION COMMISSION AND ESTABLISHING _____ TERM OF OFFICE.

WHEREAS, the term of Ann Shaw as a member of the Parks and Recreation Commission expired August 16, 2011; and

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

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

THAT, in accordance with Section 2.68.030 of the City Code, _____, a resident of the City of Cottonwood, is hereby appointed a member of the City of Cottonwood Parks and Recreation Commission to fill a one year term expiring August 16, 2012.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 6TH DAY OF SEPTEMBER 2011.

Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

Steven B. Horton, Esq.
City Attorney

Marianne Jiménez, City Clerk

CITY OF COTTONWOOD
816 North Main Street
Cottonwood, AZ 86326
Phone (928) 634-0060 x217 Fax (928) 634-3727
(Revised 6/6/07)

APPLICATION FOR: Parks & Rec
(Board/Commission/Committee)

NAME: Bowden William
(Last) (First) (Middle)

MAILING ADDRESS: 618 West Mesquite Dr
Cottonwood AZ 86326
(City) (State) (Zip Code)

STREET ADDRESS: Same
(City) (State) (Zip Code)

HOME PHONE: 928-649-0380 MESSAGE PHONE: 928-821-3883

EMAIL ADDRESS: Saikor45@Q.com

Professional Memberships, Registrations, Licenses, etc. R/E Broker (Inactive)

Education: BS

Work Experience: 40 years R/E

APPLICATION FOR BOARD/COMMISSION/COMMITTEE

Page 2

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

ON PARKS + Rec SINCE 1999

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

LTC IN CIVIL AIR PATROL (Retired) 48 years

Please list other Boards/Commissions/Committees you are willing to serve on:

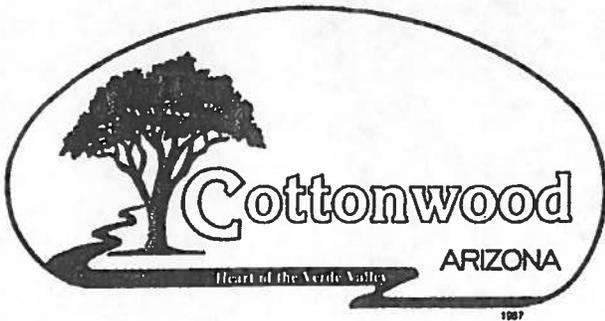
Does the City of Cottonwood employ any relative of yours? Yes _____ No X

Do you currently reside within the City limits of the City of Cottonwood? Yes

How long have you been a resident of the City of Cottonwood? 14 years

Wm Bowden
Signature Wm Bowden

12-7-11
Date



City of Cottonwood

827 North Main Street
Cottonwood, AZ 86326
(928) 634-5526

APPLICATION FOR PARKS AND RECREATION
(BOARD/COMMISSION/COMMITTEE)

NAME BURKE DENNIS J
(LAST) (FIRST) (MI)

MAILING ADDRESS 1042 S. TONAPAH DR. CTTWD AZ 86326
(ROUTE/BOX) (CITY) (STATE) (ZIP)

STREET ADDRESS 1042 S. TONAPAH DR. CTTWD AZ 86326
(STREET) (CITY) (STATE) (ZIP)

HOME PHONE 639-1863 MESSAGE PHONE 274-3455

Please type or print clearly in ink only:

Professional Memberships, Registrations, Licenses, Etc.:

UNIFORMED FIREFIGHTERS ASSOC. CITY OF NEW YORK
KNIGHTS OF COLUMBUS

Education:

A.A. DEGREE
SCULPTING APPRENTICESHIP WITH JOHN SODERBERG.

Work Experience:

RETIRED MEMBER OF THE N.Y.C. FIRE DEPT PRIOR TO
A CAREER WITH THE FIRE DEPT I WORKED IN
VARIOUS JOBS FROM LANDSCAPING, TO HOME IMPROVEMENT
STORES RETAIL SALES



City of Cottonwood

827 North Main Street
Cottonwood, AZ 86326
(928) 634-5526

APPLICATION FOR Parks and Recreation Commission
(BOARD/COMMISSION/COMMITTEE)

NAME Hulse Douglas L.
(LAST) (FIRST) (MI)

MAILING ADDRESS 1047 S Tenipah Dr Cottonwood AZ 86326
(ROUTE/BOX) (CITY) (STATE) (ZIP)

STREET ADDRESS Same as above
(STREET) (CITY) (STATE) (ZIP)

HOME PHONE 928-649-0278 MESSAGE PHONE 928-649-0278

Please type or print clearly in ink only:

Professional Memberships, Registrations, Licenses, Etc.:

EKCS Club, American Legion, Amateur Radio Relay League - Amateur Radio
operator, Extra class (K7AFC), Elementary Teaching Certificate, Middle School
Science Endorsement

Education:

BS Police Science and Administration, BA Elementary Education, MA
Elementary Ed.

Work Experience:

U.S. Coast Guard Aug 1966 To July 1970. - Nov 1970-1974 (BS-P.S.)
Avada PD PD May 1974 - Sept 1997
Substitute teacher Cottonwood/Oakcreek schools 2000-2001
Camp Verde middle school - 8th grade Science 2001-2010

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

I have served on the Parks and Recreation Commission since 2000.
I have served as chairman and currently I am serving as Vice Chairman

List any community service organizations or projects you have been involved with. Include a brief description of activities:

Cottonwood Recreation Center - presented idea to Parks and Recreation Commission. assisted in feasibility study, design, and construction of Center. in charge of amateur Radio Club for middle school students resulting in several students becoming licensed Amateur Radio operators

Please list other Boards/Commissions/Committees you are willing to serve on:

I would consider any position council feels I would be beneficial in.

Does the City of Cottonwood employ any relative of yours?

Yes _____ No

Do you currently reside within the City limits of the City of Cottonwood?

Yes No _____

How long have you been a resident of Cottonwood? 14 yrs

Douglas L. Hulse

Signature of Applicant

6/28/2011

Date



35-25-117P12/12

01-25-117P12/12 1079

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

APPLICATION FOR Parks and Recreation Commission
(BOARD/COMMISSION/COMMITTEE)

NAME Richards Robert Donald
(Last) (First) (Middle)

MAILING ADDRESS 1495 Cottonwood AZ 86326
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 1495 E. Crestview Dr. Cottonwood AZ 86326
(Number & Street) (City) (State) (Zip)

HOME PHONE 928 639 2611 WORK/MESSAGE PHONE 928 639 3611

EMAIL ADDRESS: mlisbob@gmail.com

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. _____

Education Fort Morgan, Colorado high school: 1959; University of Colorado-1962; University of Colorado Medical School-1966
Post graduate courses-1966-2004 including Univ. of Kansas

Work Experience Medical School Urology Residency 1969-1973
Urologist in private practice for 15 yrs and associated with Fairview Medical Center for 16 years

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: I have read the mandate of the PAR Commission and I believe I can be a contributor on the Commission to keep the PAR Dept. as the best in northern Arizona. A strong recreational dept. of any city is a definite draw for business, families, and individuals to locate in a community. The Rec. Center and Roosevelt Park are centerpieces of the community; but there are always challenges to add new programs and events to maintain the quality that the community has come to expect.

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

Clark Dale-Veado Kiwanis - Cottonwood Easter Egg Hunt & Cloth-a-child

Bicycle Advisory Committee of Cottonwood - helped develop Bicycle Plan

Board of Adjustments of Cottonwood - presently chairperson, last year of 3 year BDA.

NADA Review Commission of CATS, Verde Valley Public Transportation Org.

member representing the Verde Valley Cyclist Coalition

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

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

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

yes - Sept 2005 - present (almost 6 yrs)

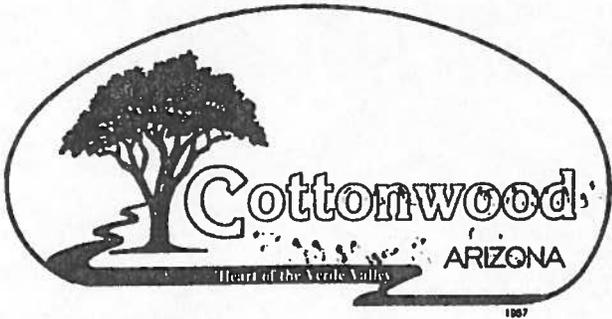
Signature RD Richards, M.D.

Date 7/25/2011

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

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

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



City of Cottonwood

827 North Main Street

Cottonwood, AZ 86326

(928) 634-5526

APPLICATION FOR

Parks and Recreation Commission
(BOARD/COMMISSION/COMMITTEE)

NAME

MUNN JR., NATHANIEL D.
(LAST) (FIRST) (MI) 86326

MAILING ADDRESS

615 W. Mesquite Dr., Cottonwood, AZ
(ROUTE/BOX) (CITY) (STATE) (ZIP)

STREET ADDRESS

Continued Same
(STREET) (CITY) (STATE) (ZIP)

HOME PHONE

(928) 639-3352

MESSAGE PHONE

(928) 300-6010

Please type or print clearly in ink only:

Professional Memberships, Registrations, Licenses, Etc.:

Education:

Juris Doctorate, BSL, A.A.

Work Experience:

2002 - Present Laboratory Corporation
of America - Key Account
Executive

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

previous experience serving on
instant Commission. 2 Terms
Community Interest:

List any community service organizations or projects you have been involved with. Include a brief description of activities:

Parks and Rec. Commission
Commissioner

Please list other Boards/Commissions/Committees you are willing to serve on:

None presently

Does the City of Cottonwood employ any relative of yours?

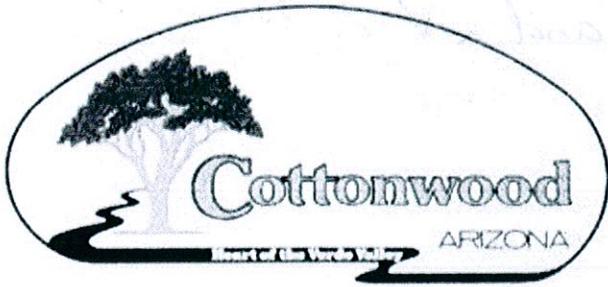
Yes _____ No

Do you currently reside within the City limits of the City of Cottonwood?

Yes No _____

How long have you been a resident of Cottonwood? 18 years

Melita D. ...
Signature of Applicant 6-2-11
Date



08-18-11 P03:09 IN

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

APPLICATION FOR Parks & Recreation
(BOARD/COMMISSION/COMMITTEE)

NAME McKEEVER Timony Byron Sr.
(Last) (First) (Middle)

MAILING ADDRESS 1820 E. Coconino St. Cottonwood AZ 86326
(Route or Box) (City) (State) (Zip)

STREET ADDRESS Same as above
(Number & Street) (City) (State) (Zip)

HOME PHONE 928-451-1185 WORK/MESSAGE PHONE Same

EMAIL ADDRESS: oldmaster@rec-n-cou.com

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. _____

Certified Criminal Defense Investigator by the
Arizona Public Defender's Office.

Member International Sports Science Assoc.

Certified AZ Junior College Instructor (Strength Coach Expired)

Education 340 College Credits (Business & Criminal Justice)

Work Experience Criminal Investigator both Law Enforcement
and Public Defender's Office.

Trainer & Gym Manager City of Cottonwood 87-89,
89-91 Sedona Racquet Club. Developed first
Strength & Powerlifting Course YCC Clarkdale Campus

(Please continue on reverse side)

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: Competitive Powerlifter in 2 Drug Free Federations, 2 World Records 15 National Titles, Founder & Coach of the REC-N-CRU, one of the most successful Powerlifting Teams in the Nation. a 501(c)(3) Non Profit Corp.

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

Community Service is part of the REC-N-CRU. As a Non-Profit Corp. it raised over \$1200 for Kelsea Freeman (Liver transplant). First Community Service Supervisor City of Cottonwood-1987, Member of Yav. Co Juvenile Justice Committee

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

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

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

17 yrs.

Signature Timothy B. McKeener

Date 8-18-2011

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

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

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

CITY OF COTTONWOOD
816 North Main Street
Cottonwood, AZ 86326
Phone (928) 634-0060 x217 Fax (928) 634-3727
(Revised 6/6/07)

Parks and Recreation Commission

APPLICATION FOR: _____

(Board/Commission/Committee)

NAME: _____

Shaw

Ann

(Last)

(First)

(Middle)

MAILING ADDRESS: _____

816 N. 7th St.

Cottonwood

AZ

86326

(City)

(State)

(Zip Code)

Same.

STREET ADDRESS: _____

(City)

(State)

(Zip Code)

928-639-2258

HOME PHONE: _____ MESSAGE PHONE: _____

annathome@q.com and nva-ann@cableone.net

EMAIL ADDRESS: _____

Certified teacher.

Professional Memberships, Registrations, Licenses, etc. _____

Education: _____
Master of Education

Work Experience: _____
20 years as a teacher. New Visions Academy: 14 years as a teacher
10 years as the director.

APPLICATION FOR BOARD/COMMISSION/COMMITTEE

Page 2

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

Parks and Recreation Commissioner since 1999.

Governing board member of New Visions Academy since 1997.

Governing board president of New Visions Academy since 2001.

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

Please list other Boards/Commissions/Committees you are willing to serve on:

Does the City of Cottonwood employ any relative of yours? Yes _____ No X
Yes.

Do you currently reside within the City limits of the City of Cottonwood? _____
18 years.

How long have you been a resident of the City of Cottonwood? _____

Signature



Date

2-29-11

CITY OF COTTONWOOD
816 North Main Street
Cottonwood, AZ 86326
Phone (928) 634-0060 x217 Fax (928) 634-3727
(Revised 6/6/07)

APPLICATION FOR: Parks + Rec
(Board/Commission/Committee)

NAME: Bowden William
(Last) (First) (Middle)

MAILING ADDRESS: 618 West Mesquite Dr
COTTONWOOD AZ 86326
(City) (State) (Zip Code)

STREET ADDRESS: Same
(City) (State) (Zip Code)

HOME PHONE: 928-649-0380 MESSAGE PHONE: 928-821-3883

EMAIL ADDRESS: SAILOR45@G.COM

Professional Memberships, Registrations, Licenses, etc. R/E BROKER (INACTIVE)

Education: BS

Work Experience: 40 years R/E

APPLICATION FOR BOARD/COMMISSION/COMMITTEE

Page 2

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

ON PARKS + Rec SINCE 1999

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

LTC IN CIVIL AIR PATROL (Retired) 48 years

Please list other Boards/Commissions/Committees you are willing to serve on:

Does the City of Cottonwood employ any relative of yours? Yes _____ No

Do you currently reside within the City limits of the City of Cottonwood? Yes

How long have you been a resident of the City of Cottonwood? 14 years

Signature Wm Bowden
Wm Bowden

7-7-11
Date



City of Cottonwood

827 North Main Street
Cottonwood, AZ 86326
(928) 634-5526

APPLICATION FOR PARKS AND RECREATION
(BOARD/COMMISSION/COMMITTEE)

NAME BURKE DENNIS J
(LAST) (FIRST) (MI)

MAILING ADDRESS 1042 S. TONAPAH DR. CTTWD AZ 86326
(ROUTE/BOX) (CITY) (STATE) (ZIP)

STREET ADDRESS 1042 S. TONAPAH DR. CTTWD AZ 86326
(STREET) (CITY) (STATE) (ZIP)

HOME PHONE 639-1863 MESSAGE PHONE 274-3455

Please type or print clearly in ink only:

Professional Memberships, Registrations, Licenses, Etc.:

UNIFORMED FIREFIGHTERS ASSOC. CITY OF NEW YORK

KNIGHTS OF COLUMBUS

Education:

A.A. DEGREE

SCULPTING APPENTICESHIP WITH JOHN SODERBERG.

Work Experience:

RETIRED MEMBER OF THE N.Y.C. FIRE DEPT. PRIOR TO

A CAREER WITH THE FIRE DEPT I WORKED IN

VARIOUS JOBS FROM LANDSCAPING, TO HOME IMPROVEMENT

STORES RETAIL SALES

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

CURRENTLY THE CHAIRMAN OF THE PARKS AND RECREATION COMMISSION. I HAVE BEEN INVOLVED IN THE VERDE VALLEY LITTLE LEAGUE FOR 6 YRS, I AM FULLY SUPPORTIVE OF RECREATION ACTIVITIES THROUGHOUT THE COMMUNITY.

List any community service organizations or projects you have been involved with. Include a brief description of activities:

CURRENTLY SERVING ON PARKS & REC COMMISSION,
LITTLE LEAGUE COACH FROM 2004 - 2010
KNIGHT OF COLUMBUS 3RD DEGREE KNIGHT - PROVIDING VARIOUS SERVICES WITH THE CATHOLIC CHURCH + SURROUNDING COMMUNITY

Please list other Boards/Commissions/Committees you are willing to serve on:

N/A

Does the City of Cottonwood employ any relative of yours?

Yes

No

Do you currently reside within the City limits of the City of Cottonwood?

Yes

No

How long have you been a resident of Cottonwood? SINCE APRIL 1995

Dennis J. Buehe

Signature of Applicant

Date



City of Cottonwood

827 North Main Street
Cottonwood, AZ 86326
(928) 634-5526

APPLICATION FOR Parks and Recreation Commission
(BOARD/COMMISSION/COMMITTEE)

NAME Hulse Douglas L.
(LAST) (FIRST) (MI)

MAILING ADDRESS 1047 S Tonopah Dr Cottonwood AZ 86326
(ROUTE/BOX) (CITY) (STATE) (ZIP)

STREET ADDRESS Same as above
(STREET) (CITY) (STATE) (ZIP)

HOME PHONE 928-649-0278 MESSAGE PHONE 928-649-0278

Please type or print clearly in ink only:

Professional Memberships, Registrations, Licenses, Etc.:

EKKS Club, American Legion, Amateur Radio Relay League - Amateur Radio operator, Extra class (K7AAC), Elementary Teaching Certificate, Middle School Science endorsement.

Education:

BS Police Science and Administration, BA Elementary Education, MA Elementary Ed.

Work Experience:

U.S. Coast Guard Aug 1966 To July 1970. - Nov 1970-1974 (E8-P.3.)
Avada PD PD May 1974 - Sept 1997
Substitute Teacher Cottonwood/Oakcreek schools 2000-2001
Camp Verde middle school - 8th grade Science 2001-2010

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

I have served on the Parks and Recreation Commission since 2000.
I have served as chairman and currently I am serving as Vice Chairman

List any community service organizations or projects you have been involved with. Include a brief description of activities:

Cottonwood Recreation Center - presented idea to Parks and Recreation Commission, assisted in feasibility study, design, and construction of Center.
in charge of amateur Radio Club for middle school students resulting in several students becoming licensed Amateur Radio operators

Please list other Boards/Commissions/Committees you are willing to serve on:

I would consider any position council feels I would be beneficial in.

Does the City of Cottonwood employ any relative of yours? Yes X No

Do you currently reside within the City limits of the City of Cottonwood? X Yes No

How long have you been a resident of Cottonwood? 14 yrs

Douglas L. Hulse
Signature of Applicant

6/28/2011
Date



City of Cottonwood

827 North Main Street
Cottonwood, AZ 86326
(928) 634-5526

APPLICATION FOR Parks and Recreation Commission
(BOARD/COMMISSION/COMMITTEE)

NAME MUNN JR., NATHANIEL D.
(LAST) (FIRST) (MI) 86326

MAILING ADDRESS 615 W. Mesquite Dr., Cottonwood, AZ
(ROUTE/BOX) (CITY) (STATE) (ZIP)

STREET ADDRESS Continues Same
(STREET) (CITY) (STATE) (ZIP)

HOME PHONE (928) 639-3352 MESSAGE PHONE (928) 300-6810

Please type or print clearly in ink only:

Professional Memberships, Registrations, Licenses, Etc.:

Education:
Juris Doctorate, BSL, A.A.

Work Experience:
2002 - Present Laboratory Corporation of America - Key Account Executive

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

previous experience serving on
instant Commission. 2 Terms

Community Interest

List any community service organizations or projects you have been involved with. Include a brief description of activities:

Parks and Rec. Commission
City Commission

Please list other Boards/Commissions/Committees you are willing to serve on:

None presently

Does the City of Cottonwood employ any relative of yours?

Yes

No

Do you currently reside within the City limits of the City of Cottonwood?

Yes

No

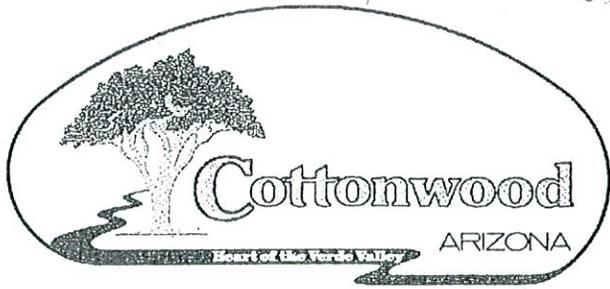
How long have you been a resident of Cottonwood? 18 years

Melita D. ...

Signature of Applicant

Date

6-2-11



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

APPLICATION FOR Parks and Recreation Commission
(BOARD/COMMISSION/COMMITTEE)

NAME Richards Robert Donald
(Last) (First) (Middle)

MAILING ADDRESS 1495 Cottonwood AZ 86326
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 1495 E. Crestview Dr., Cottonwood, AZ 86326
(Number & Street) (City) (State) (Zip)

HOME PHONE 928 639 2611 WORK/MESSAGE PHONE 928 639 2611

EMAIL ADDRESS: molisbob@gmail.com

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. _____

Education Fort Morgan, Colorado high school-1958; University of Colorado-1962; University of Colorado Medical School-1966
Post graduate courses-1966-2004 including Univ. of Kansas

Work Experience Medical School Urology Residency 1969-1973
Urologist in private practice for 15 yrs and associated with Fairview Medical Center for 16 years

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: I have read the mandate

of the PAR Commission and I believe I can be a contributor on the Commission to keep the PAR dept. as the best in northern Arizona. A strong recreational dept. of any city is a definite draw for business, families, and individuals to locate in a community. The Rec. Center and Roosevelt Park are centerpiece of the community; but there are always challenges to add new programs and events to maintain the quality that the community has come to expect.

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

Clark Dale-Verde Kiwanis - Cottonwood Easter Egg Hunt & Cloth-a-child
Bicycle Advisory Committee of Cottonwood - helped develop Bicycle Plan
Board of Adjustments of Cottonwood - presently chairperson, last year of 3 yrs on BOA.
NAIPA Review Commission of CATS, Verde Valley Public Transportation Org.

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were later set aside or expunged? member representing the Verde Valley Cyclist Coalition. YES NO

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

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

yes - Sept 2005 - present (almost 6 yrs)

Signature RD Richards, M.D.

Date 7/25/2011

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

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

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

Letterhead

Date

Dr. Penelope Wills, President
Yavapai College
1100 E. Sheldon St.
Prescott, AZ 86301

DRAFT
Letter of Commitment Template

RE: Letter of Commitment regarding development of the Southwest Wine Center at Yavapai College

Dear Dr. Wills:

The City of Cottonwood enthusiastically supports Yavapai College's plans to develop an academic Wine Center at the College's Verde Valley campus in Clarkdale. We believe that the Southwest Wine Center at Yavapai College, which will include high-quality viticulture and enology educational programs, a full-production teaching winery and a 20-30 acre vineyard, will serve as a catalyst for growth of Yavapai County's emerging wine industry.

The City of Cottonwood is committed to building a strong, diversified economy. While still in its infancy, we believe the wine industry in Yavapai County has the potential to change the economic landscape of the region. In an area that is feeling the effects of the struggling economy, vineyards and wineries have already provided a much needed boost to local workers and the economy. As the wine industry grows, we also anticipate the creation of other businesses that support winemakers' business operations, as well as growth in the related industries of hotel, restaurant, tourism and cultural arts.

The City of Cottonwood is also interested in supporting initiatives that protect the environment of the Verde Valley for future generations. Yavapai College shares this commitment to sustainability. Collaboration between the City of Cottonwood and Yavapai College has resulted in the proposed use of reclaimed water to address the management of finite water resources in the region.

In order to support the development of the Southwest Wine Center at Yavapai College, the City of Cottonwood, therefore, commits to:

- Working with the college to find funding to design and construct a water line from the city's wastewater treatment plant to the project site to deliver reclaimed water;
- The city will engineer and design the reclaimed water at a savings to the college of approximately \$40,000;
- Install, with city funding, storage tanks that will hold 200,000 of reclaimed water to ensure an available supply of reclaimed water to the college;
- Provide reclaimed water to the project site at a cost to that is much cheaper than using potable water for irrigation of the vineyards and surrounding landscaping;

- The city will work with the Cottonwood Chamber of Commerce and the Cottonwood Economic Development Committee to continue to market the region as a wine producing region that offers educational opportunities for wine enthusiasts and students interested in pursuing degrees in enology and viticulture; and,
- The city will coordinate with the college on wine related events that have mutual benefit for the college and the city.

This commitment was reviewed and approved at the August 16, 2011 Cottonwood City Council meeting where it received (unanimous – we hope) support.

We look forward to playing an active role in bringing this project to completion.

Sincerely,

Diane Joens, Mayor
City of Cottonwood

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011
Subject: **12th Street, Fir to Hwy. 89A**
Department: Engineering
From: Troy Odell PE
Morgan Scott

REQUESTED ACTION

Provide staff with direction on the design of the 12th Street reconstruction project from Fir Street to SR 89A.

If the Council desires to approve this item the suggested motion is: I move to approve option (A, B or C) as the basis for design of the 12th Street reconstruction project.

BACKGROUND

During the design of the 12th Street project it became apparent that building the street to the City Standard width would cost approximately \$1 million above the budgeted amount. City staff prepared alternative options for the road design for City Council and the Public. Per Council's direction the three options, which included the original design, were taken to the public at a public meeting held Tuesday August 23, 2011 at the Cottonwood Recreation Center.

At the meeting, the three options were presented to the public and any questions the public had were addressed. The public seemed to overwhelmingly support building the road to the City standard and funding the additional cost required to do so. Members of the public were encouraged to vote on the options at the meeting and of the 55 voters 42 (76.4%) supported Option A, 5 (9.1%) Option B and 8 (14.5%) supported Option C.

Public comment was also taken during the meeting and the comments have been summarized in Appendix A. Also, a rendering of the three options is given in Appendix B.

JUSTIFICATION/BENEFITS/ISSUES

Reconstruction of 12th Street is a highly complex design and major expenditure and staff wanted to ensure that Council was provided with multiple options for design of the project. At the public meeting held to review the options those in attendance overwhelmingly supported using additional funds to build the road to the City Standard.

COST/FUNDING SOURCE

Capital Project Fund

REVIEWED BY:

City Manager: _____

City Attorney: _____

ATTACHMENTS

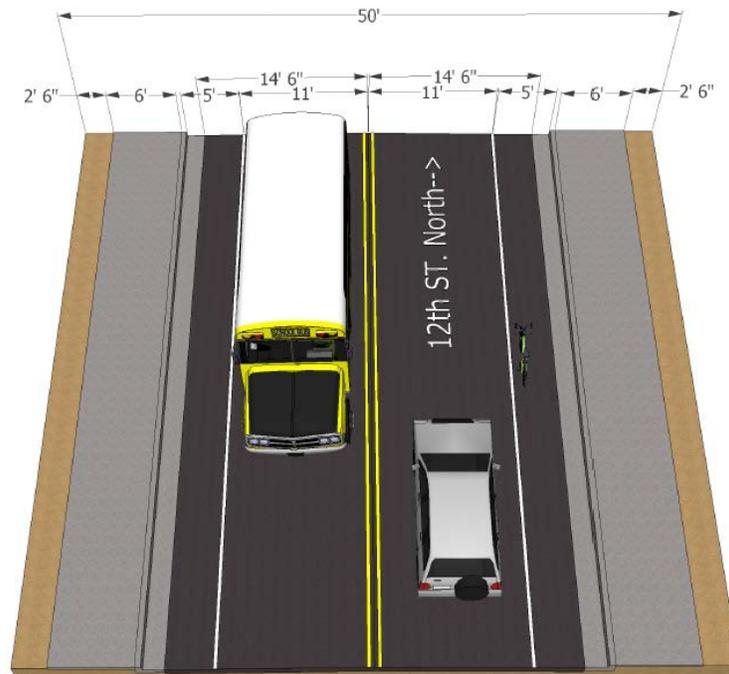
Appendix A: Summary of Comments from Public Meeting

Appendix B: Renderings of Road Width Options

APPENDIX A: Summary of Public Comments from 12th Street Meeting, August 23, 2011

- 1) I like Option B but don't feel it is safe for the sidewalk to cross 12th St back and forth.
- 2) I would like to see the bicycle path(s) completely separated from the vehicle travel lanes. There are intersections to cross on the west side of the street and therefore, no conflicts between vehicles-bicycles. A simple access to intersections could be provided from the bicycle path. The pedestrian path could be adjacent to the bicycle path. I would also like to see bicycle paths constructed using a proprietary stabilized soil as an alternative to AC or PCCP. Bike paths do not need to follow established streets but can be isolated.
- 3) I believe Option C is the best.
- 4) Sidewalks both sides
- 5) Road signage indicating motorists & cyclist have a right to the road.
- 6) A striped shoulder "4' bike lane" accumulates debris which makes riding in the "lane" hazardous.
- 7) The asphalt will go to the curb which should prevent breakdown of pavement between gutter pan & roadway.
- 8) How about a pedestrian/bicycle multi-use path from 12 St. to 10 St.????
- 9) Put in sewer
- 10) Speed limit needs to remain at 25 mph and needs to be enforced. I am also concerned with driveway access at 790 S. 12th St., and slopes that allow motor home and boat access.
- 11) Speed limit needs to be 25 mph this is residential
- 12) Option A. Take out Bike Lanes speed to 25 for Residential.
- 13) With Option A. Lower Speed limit to 25mph Residential Speed.
- 14) Maybe 1 sidewalk on the bus side?
- 15) Need a driveway from 12th into Wells Fargo parking lot. Too many accidents possible from 89A into their driveway.
- 16) Please keep @ 25 mph. We have 3 children & live on 12th St & Five Star
- 17) Currently have circle drive which I want eliminated. Smallest possible drive entrance in front of garage. 1105 S. 12 St.

APPENDIX B: Road Width Options



OPTION A

COST: \$3.5 MILLION

SPEED: 35 MPH

OTHER FEATURES:

NO PARKING

6' WIDE SIDEWALKS BOTH SIDES

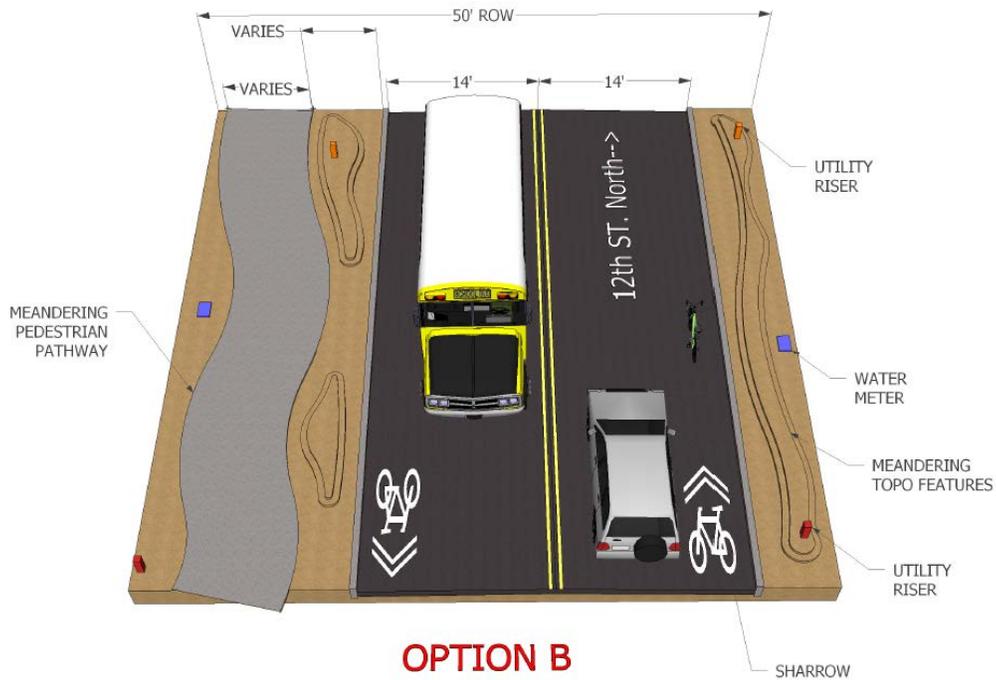
LARGE UTILITY RELOCATION REQUIRED

LARGE AMOUNT OF RIGHT-OF-WAY PURCHASES

EXAMPLES:

NEW WILLARD EXTENSION

12TH STREET BY THE FAIRGROUNDS



OPTION B

COST: \$2.5 MILLION

SPEED: 25 MPH

OTHER FEATURES:

NO PARKING,

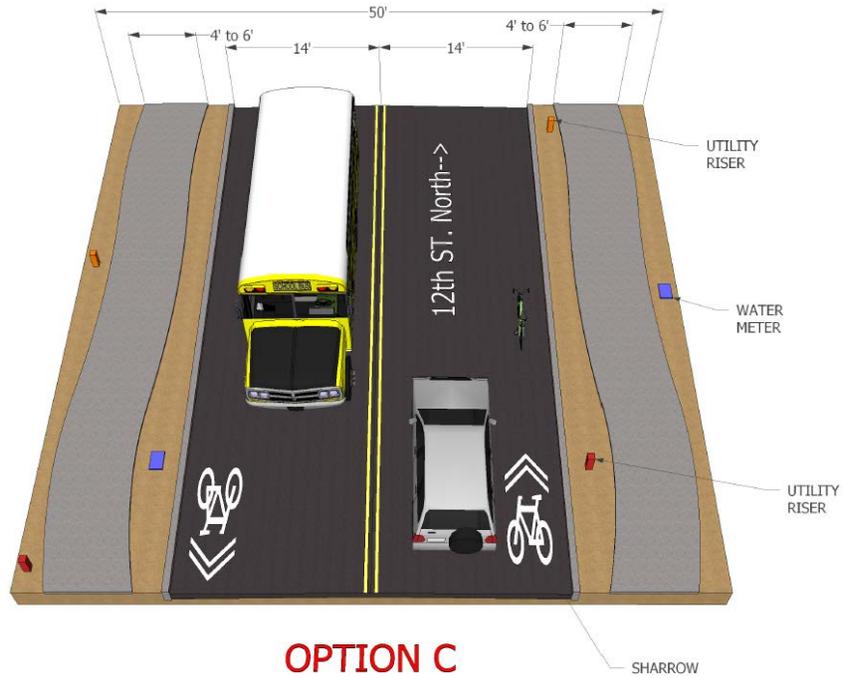
DETACHED 8' WIDE CONCRETE PATH ONE SIDE OF THE ROAD,

LIMITED UTILITY RELOCATION

LITTLE ADDITIONAL RIGHT-OF-WAY NEEDED

EXAMPLES IN PAVEMENT WIDTH:

12TH ST, BIRCH TO MINGUS, 26' WIDE, WITH PARKING



OPTION C

COST: \$3.0 TO \$3.5 MILLION

SPEED: 25 MPH

OTHER FEATURES:

- NO PARKING,
- 4-6' WIDE SIDEWALKS BOTH SIDES,
- LIMITED UTILITY RELOCATION REQUIRED
- SOME ADDITIONAL RIGHT-OF-WAY REQUIRED

EXAMPLES IN PAVEMENT WIDTH:

12TH ST, BIRCH TO MINGUS, 26' WIDE, WITH PARKING

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011

Subject: Fir Street Water Line

Department: Utilities

From: Dan Lueder

REQUESTED ACTION

Consider award of an underground water line job order contracting (JOC) quote for installation of a waterline on Fir Street.

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

Award the JOC quote for installation of a waterline on Fir Street to Rocky Construction in the amount of fifty-one thousand six hundred fifty dollars (\$51,650).

BACKGROUND

Providing interconnections between the water systems owned by the city has been a priority for the utility staff as the ability to supplement low volume areas and capability to transfer water between systems during emergencies is critical to meeting regulatory operational parameters. The waterline proposed to be constructed is along the south side of Fir Street from 16th Street west approximately 1000'. This new waterline will allow the system supplied by our million gallon reservoir gravity system and the well 8/9 pressurized system which has excess volume to supplement Verde Village units six and seven which are lacking in volume. The utility engineering staff designed and obtained ADEQ approval on the new water line and quotes were obtained from our three JOC contractors.

The three contractors listed below were selected to be under contract to the City based on a statement of qualifications process for underground contracting services which is a one-step qualifications based selection process as authorized by ARS 34-601 through 34-611.

The following quotes were received from our JOC contractors:

Tiffany Construction:	\$92,460
AZ Northern Equipment:	\$77,420
Rocky Construction:	\$51,650

The quotes were checked and all found to be in compliance with the water line specifications.

JUSTIFICATION/BENEFITS/ISSUES

Interconnecting the water systems owned and operated by the city allows for consistent delivery of potable water volumes which comply with regulatory requirements and allows for transfer of water during emergency situations.

COST/FUNDING SOURCE

This work will be funded through water capital reserve funds.

REVIEWED BY:

City Manager: _____

City Attorney: _____

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011
Subject: 2011 Pavement Preservation Project
Department: Public Works
From: Tim Costello, Public Works Director

REQUESTED ACTION

Consider award of the 2011 pavement preservation project to International Surfacing Systems.

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

I move to award the contract for the 2011 Pavement Preservation Project to International Surfacing Systems in the amount of \$442,588 which includes the addition of the Crestview subdivision streets.

BACKGROUND

On August 18, 2011, staff opened bids for the 2011 Pavement Preservation Project. The streets to be sealed this year are:

- all of the Cottonwood Ranch subdivision and
- Airpark Road, Cottonwood Street and Calvary Way.

The engineer's estimate for the project is \$453,000.

JUSTIFICATION/BENEFITS/ISSUES

The rubberized chip seal that is specified in the contract requires unique equipment therefore, only two bids were received. The results of the bid opening are on the second page of this memo.

The bulk of the streets in this year's project are local streets in the Cottonwood Ranch subdivision that have not been previously seal coated. The life of these streets will be greatly extended from having a rubberized seal coat application. The project is to be completed by October 2011.

With the bids coming in well below the engineer's estimate, Staff has looked at adding the Crestview Subdivision streets which encompass Crestview Drive, Crestview Circle, Ridgeview Drive and 16th Street from Fir to the north line of the Crestview subdivision. These streets are the same age and condition as the Cottonwood Ranch streets and have also never been sealed. Adding these streets will add approximately \$52,700 to the contract. The new contract amount will be \$442,588, still below the engineer's estimate and the budget amount of \$453,000.

COST/FUNDING SOURCE

The unit cost bid is the same as the unit cost of last year's project. The funding source is the Highway Revenue User Fund (HURF) and local sales tax.

REVIEWED BY:

City Manager: _____

City Attorney: _____

ATTACHMENTS

None

**BID RESULTS
2011 PAVEMENT PRESERVATION PROJECT**

No.	Base Bid Item Description	Unit	Qty	Cactus Asphalt		International Surfacing	
				Unit Price	Amount	Unit Price	Amount
1	Rubberized Asphalt	264	Tons	\$ 815.00	\$ 215,160.00	\$ 726.47	\$ 191,788.08
2	Cover Aggregate	113,200	SY	\$ 1.26	\$ 142,632.00	\$ 1.45	\$ 164,140.00
3	Fog Seal/Sand	113,200	SY	\$ 0.30	\$ 33,960.00	\$ 0.30	\$ 33,960.00
	TOTAL BID				\$ 391,752.00		\$ 389,888.08

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011

Subject: P&Z Commission I-pads

Department: Development Services

From: Dan Lueder

REQUESTED ACTION

Consider purchasing I-pads for use by the Planning and Zoning commission

If the Council desires to approve this item the suggested motion is: Move to authorize the purchase of I-pads for use by the Planning and Zoning Commission

BACKGROUND

The Planning and Zoning Commission regularly reviews extensive agenda packets which contain numerous color renderings of buildings, landscape design and signage. These packets, especially the color renderings, utilize a large amount of paper and toner to copy and distribute. If this commission were to have I-pads and electronic agenda packets it would greatly reduce the labor and cost associated with generating the paper packets. Through the Mohave Cooperative Purchasing agreement the I-pads can be purchased in bulk the same as they were for the City Council. The request for I-pads was initially made by the P&Z Commission chair Ed Kiyler in an email to the city manager. Mr. Bartosh was supportive of the idea and suggested that council be requested to fund this purchase from its contingency fund. The cost of a ten pack of I-pads through the Mohave Coop is \$5,380 including the Apple Care protection plan. Protective covers would add approximately \$40 per I-pad to this cost.

JUSTIFICATION/BENEFITS/ISSUES

The Planning and Zoning commission, by the nature of its purpose, has lengthy agenda packets which contain numerous color renderings which are cost and labor intensive to produce. Utilizing I-pads for the agenda packets will significantly reduce reproduction costs and staff labor.

COST/FUNDING SOURCE

Council contingency fund

REVIEWED BY:

City Manager: _____

City Attorney: _____

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011
Subject: Reclassification Request - Library Technician to Library Specialist
Department: Community Services (Library)
From: Richard Faust, Community Services General Manager

REQUESTED ACTION

Staff is requesting the City Council to approve the reclassification of a Library Technician (Range 21) to Library Specialist (Range 31).

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

I move to approve the reclassification of the Library Technician position (Range 21) to Library Specialist (Range 31), thereby authorizing staff to proceed with hiring within the requirements set forth by the Cottonwood Employee Manual.

BACKGROUND

With the advent of the re-organization plan authorized by the City Council for the 2010/11 budget cycle, Management received direction by City Council to implement more effective and efficient use of staffing within positions and those vacated by retirement, resignation or termination. In the case of the Cottonwood Library, the recent retirement of the Library Director, John O'Neill, has created an opportunity to assess the operational need for each position in the library. Creation of a Library Manager position was necessary in light of the City Manager's request to eliminate "director" titles and create a more effective/efficient organization using General Managers to oversee and administrate a more broad range of operations using "Manager" titles. The following is a previous organizational structure from one (1) month ago verses proposed changes for budget year 2011/12:

2010/2011 Budget Year
Library Director (1), Range 52
Library Coordinator (1), Range 37

2011/2012 Budget Year
Library Manager (1), Range 45
Library Coordinator (1), Range 37

Library Technician (2), Range 22 & 21
Library Clerk (5), Range 17

Library Technician (1), Range 22
Library Specialist (1), Range 31
Library Clerk (5), Range 17

Total Employees = 9

Total Employees = 9

** Currently, the Library has two (2) clerk positions frozen due to the down turn in the economy.

With the two (2) frozen Library Clerk positions, along with the retirement of the previous Director, there has been a total savings of \$73,312 in the personnel line item for the 2011-12 Library budget.

JUSTIFICATION/BENEFITS/ISSUES

As a requirement of the Cottonwood Employee Manual, positions that are not presently approved in the budget must be approved by the City Council. With the reorganization from the top down at the Library, additional responsibilities and tasks needed to be assessed and re-allocated to the appropriate personnel. The position requiring significant changes to ensure that job tasks met the job description and salary range was that of Library Technician. Following a review of this position, it was determined that a more appropriate title of Library Specialist is needed to match job tasks to job description and pay grade. This comes with an increase in salary for this reclassification, from a Technician position at a salary range 21 (\$24,910 - \$36,120) to a Specialist position at a range 31 (\$31,887 - \$46,236). This reclassification request will incorporate duties from both the Technician position along with additional responsibilities of maintaining and updating circulation and volunteer manuals; publicizing and promoting programs and services; communicating with Adult and Juvenile probation community services; assisting and recruitment/placement of library volunteer programs; supervising orientation, scheduling and training of staff; distribution of library quarterly newsletter; software management and systems implementation; knowledge of intricacies of circulation department and systems procedures; and necessary accountability for new technical services and software training.

COST/FUNDING SOURCE

Total new costs for this reclassified position will be \$5,000 from the Library budget still leaving an overall savings in personnel costs of \$68,312.

REVIEWED BY:

City Manager: _____

City Attorney: _____

ATTACHMENTS

- Library Specialist Position Description



Job Description

Job Code: 214

Range: 31

LIBRARY SPECIALIST

DEFINITION: Under limited supervision, provides assistance in a number of library clerical roles: performs administrative and secretarial duties in providing supportive efforts to the Library Manager and Library Coordinator; maintains our library website; supports and acts as our computer technician, and performs related duties as assigned. Responsible for the operations and maintenance of the automated library systems, computers, printers and software used in the library.

CLASSIFICATION: This is a non-exempt, full-time, classified position with full benefits.

ESSENTIAL FUNCTIONS: Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this classification.

TASKS:

Handles the scheduling of the meeting rooms and maintains and programs our phone messaging system. Maintains and updates the circulation and volunteer manuals. Assists the cataloging department with InterLibrary loans. Monitors and orders office supplies. Publicizes and promotes programs and services. Communicates with community organizations. Assists in recruitment, placement and recognition of the library volunteers. Performs a variety of clerical tasks. Sends notices to patrons for overdue or lost items. Supervises volunteers and oversees their orientation, scheduling and training. Provides and distributes the library quarterly newsletter. Provides excellent customer service. Works with the public to resolve technical problems. Provides backup technical troubleshooting issues in the absence or with the Library Coordinator. Works with the Library Coordinator to determine priorities and procedures of the circulation department. Oversees circulation staff and operations in the absence of the Library Coordinator. Greets library users, answers the telephone and performs a wide range of public contact duties. Ability to establish relationships with the public. Assists in department operations. Must be competent with computers in a Windows environment. Ability to work in partnership with other libraries. Ability to establish and maintain working relationships with other employees and volunteers. Special projects as assigned. Communication in emergency situations to enable smooth workflow and services to the public.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of information retrieval and delivery systems
Knowledge of the Dewey Decimal System
Knowledge of SirsiDynix Symphony and StaffWeb programs
Knowledge of various tastes, wants and preferences of patron groups
Skill in establishing and maintaining effective working relationships with other library staff and patrons
Skill in utilizing computer databases to research, maintain and update records and files
Skill in providing customer service to library patrons
Skill in instructing the general public in the use of computers and other technical equipment
Skill in oral and written communications and presentations to a wide variety of audiences
Skill in conducting research, interpreting data, and drawing conclusions
Skill in promoting various events and programs available in the community
Skill in Microsoft software programs: Word, Excel, Publisher and others.
Skill in troubleshooting all aspects of the PC environment

LIBRARY SPECIALIST

PHYSICAL REQUIREMENTS: Sufficient to effectively and safely perform required duties. This classification involves work in a quiet library setting that requires physical effort. This classification requires pushing heavy book carts and loaded dollies with weights as high as 100 pounds. It also requires bending, stooping, reaching and climbing on ladders; lifting stacks of books, boxes of books, equipment, supplies, tables, chairs and other library materials. Ability to read small print on book spines for re-shelving purposes. Must have hearing and speaking ability sufficient to clearly and concisely communicate in person and over the telephone.

MINIMUM QUALIFICATIONS: The equivalent of five (5) years professional library experience including one (1) year in a lead or supervisory capacity. Demonstrated interpersonal skills, aptitude for detailed work. Computer experience in Microsoft Windows and an automated library environment is essential.

Employee Signature

Date

Prepared by: Vanessa Ward 8/17/11

Reviewed by: Iris Dobler 8/17/11

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011
Subject: National League of Cities & Towns Conference
Department: City Clerk
From: Marianne Jiménez, City Clerk

REQUESTED ACTION

Consideration of members of the Council attending the National League of Cities and Towns conference being held in Phoenix, Arizona, November 9-12, 2011.

BACKGROUND

The city recently became a member of the National League of Cities and Towns which annually conducts a national training conference at different cities nationwide. This year the conference is being held in Phoenix, Arizona. Below is an explanation of the purpose of National League of Cities & Towns taken from its website.

The National League of Cities (NLC) is dedicated to helping city leaders build better communities. Working in partnership with the 49 state municipal leagues, NLC serves as a resource to and an advocate for the more than 19,000 cities, villages and towns it represents. More than 1,600 municipalities of all sizes pay dues directly to NLC and actively participate as leaders and voting members in the organization.

The National League of Cities provides numerous benefits to its network of state municipal leagues and direct member cities. The National League of Cities:

- **advocates for cities and towns** in Washington, D.C. through full-time lobbying and grassroots campaigns;
- **provides programs and services** that give local leaders the tools and knowledge to better serve their communities;

- **provides opportunities for involvement and networking** to help city officials seek ideas, share solutions, and find common ground for the future;
- **keeps leaders informed** of critical issues that affect municipalities and warrant action by local officials;
- **strengthens leadership skills** by offering numerous training and education programs;
- **recognizes municipal achievements** by gathering and promoting examples of best practices and recognizing cities and towns for model programs and initiatives;
- **partners with state leagues** to supplement resources and strengthen the voice of local government in the nation's capital and all state capitols; and,
- **promotes cities and towns** through an aggressive media and communications program that draws attention to city issues and enhances the national image of local government.

JUSTIFICATION/BENEFITS/ISSUES

Annually the National League of Cities & Towns conference is held in different cities nationwide. As this year's conference is being held in Phoenix, it is an opportunity for members of the Council to attend the training conference without having to incur additional travel costs to fly out of state and take advantage of the reduced registration fee as first time attendees.

COST/FUNDING SOURCE

The registration fee per attendee is \$375 for first time attendees (if registered by September 15, 2011). Groups of 5 or more receive a complimentary 6th registration. Hotel rates range from \$119 to \$210 for the headquarters hotel (Sheraton Phoenix Downtown)

As this conference was not considered during the Council's budget discussions for this fiscal year, the funds would have to be drawn from the Council contingency fund.

LINK

National League of Cities & Towns Conference information: <http://nlc.org/events/coc>

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: September 6, 2011
Subject: Congressional & State Redistricting in Arizona
Department: City Clerk
From: Marianne Jiménez, City Clerk

REQUESTED ACTION

Mayor Joens will lead a discussion regarding congressional and state redistricting to seek council guidance and/or direction.

BACKGROUND

In November 2000, Arizona voters passed Proposition 106, a citizen initiative that amended the Arizona Constitution by removing the power to draw congressional and state legislative districts from the state legislature and reassigning this task to the newly created Independent Redistricting Commission (IRC).

Below is a link to the Arizona Independent Redistricting Commission's website which contains information regarding this matter.

LINK

<http://www.azredistricting.org/>

CLAIMS REPORT OF SEPTEMBER 6, 2011

FUND TOTAL	VENDOR NAME	DESCRIPTION	TOTAL \$0.00
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CLAIMS EXCEPTIONS REPORT OF SEPTEMBER 6, 2011

FUND	VENDOR NAME	DESCRIPTION	TOTAL
All	City of Cottonwood	Payroll 08/19/2011	\$427,022.22
All	City of Cottonwood	Payroll 09/02/2011	\$385,655.26
Utilities	A-Arid House Movers, Inc.	PO 18973 Move Water Tanks	\$16,750.00
Gen	AZ State Treasurer	Court Fines	\$12,674.68
Gen	Larry Green Chevrolet	Sales Tax	\$8,181.38
Gen	Linsco Private Ledger	Volunteer Fire Pension	\$22,391.46
Airport	Merc Fuel Inc	Fuel	\$35,588.54
Capital	Mulcaire & Sons Contracting, LLC	PO 18982 Paving Contract	\$12,250.04
Utilities	Old Castle Precast	PO 18969 Concrete Vaults	\$14,667.90
Gen	Spillman Technologies	PO 18977 Interface	\$16,528.00
Gen	Waddel Kennels	PO 18953 Final Payment for K9	\$6,230.00
All	APS	Utilities	\$19,323.06
All	Arizona Public Employers Health Pool	August Insurance Premiums	\$135,536.21
All	Cottonwood Municipal Utilities	Water utilities	\$5,200.74
Utilities	Larry Green Chevrolet	PO 18984 2007 Chevy Deisel	\$32,831.69
Gen	Merit Technologies	PO 19000 Dual Quad Core CPU	\$9,721.99
Gen Utilities	RDO Trust	John Deere Tractor PO 18999	\$30,095.46
All	United Fuel	Fuel	\$9,558.81
Utilities	US Postmaster	Postge	\$5,350.00
Utilities	Ferguson Waterworks, Inc	Supplies	\$14,055.38
Gen	Naipta	July & August contribution and FY 2012 Membership dues	\$39,633.40
Gen	Richardson Cleaning	Custodial for City Wide and Recreation Center	\$19,148.85
Gen	Sedona Fire District	Dispatching PO 18981	\$10,082.43
TOTAL			\$1,288,477.50