



TOWN COUNCIL REGULAR MEETING

Wednesday, August 18, 2021 at 6:00 pm

Attendees: Interim Town Manager - Heidi Wink, Town Clerk - Kelsi Miller, Heritage Center Director- Susan Seils, Chief of Police- Dayson Merrill, Tosca Henry - Town Attorney via phone

**Springerville Town Council Chambers - 418 E. Main St.
Springerville, AZ 85938**

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the Springerville Town Council and to the general public that the Council will hold a meeting open to the public at the Springerville Town Hall, 418 East Main Street, Springerville, Arizona. The Town Council reserves the right to adjourn into Executive Session in accordance with Arizona Revised Statutes Section 38-431.03 (A)(1)(3)(4) and (7) for legal consultation on any of the following agenda items.

TOWN COUNCIL MEETING: 6:00 P.M.

1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE:

2. ROLL CALL:

Members of the Town Council or Legal Counsel that are unable to be present in person at a scheduled Council meeting, may participate in the meeting by telephone or video conference.

3. PUBLIC PARTICIPATION:

Non-agenda items presented during the public participation portion of this agenda cannot be acted on at this time by the Council. Individual council members may ask questions of the public or ask staff to review the matter, or defend themselves, but are prohibited by State of Arizona Open Meeting Laws from discussing the item among themselves until the item is noticed according to open meeting requirements as an agenda item. The Chair MAY allow public comment on agenda items and will limit time of discussion to 3 minutes per person no longer than 10 minutes per topic.

4. COUNCIL, MANAGER AND STAFF REPORTS:

Summary reports will be given on the items listed and no action will be taken on any matters mentioned in the summary unless listed in the agenda. (A.R.S. 38.431.02(k))

- a. **Mayor & Council Reports: Summary Updates on committee meetings.**
- b. **Interim Town Manager Heidi Wink: Summary Updates & presentation(s)**
- c. **Staff Reports: Summary Updates**

5. CONSENT ITEMS:

- a. **Consider approval of the July 21, 2021 Town Council Regular Meeting minutes.**
- b. **Consider ratification and approval of accounts payable register from 07/03/2021-07/31/2021**

OLD BUSINESS

NEW BUSINESS

6. SPRINGERVILLE TOURISM:

Discussion and possible action regarding Springerville Tourism, with the Springerville-Eagar Chamber of Commerce.

7. SUBDIVISION APPLICATION - THE RESERVE / S. BROWN

Discussion and possible action regarding the subdivision application for North Becker Lake Road parcels (105-15-017 C & D).

8. FIRST READING OF ORDINANCE 2021-003:

Possible first reading and discussion of Ordinance 2021-003 regarding amendments to Chapter 2.44 Fire Department.

9. TOURISM TAX COMMITTEE RECOMMENDATION:

Discussion and possible action regarding the recommendation from the Tourism Tax Committee for funding the Weekend Warrior Hike book ad.

10. NOTICE OF INTENT:

Discussion and possible action regarding the presented Notice Of Intent to modify the fee schedule.

11. PROPERTY:

a. Future of 23 S. Papago:

Discussion and possible direction from the Council to staff on what they would like to do with 23 S. Papago, the former Fire Station.

b. Property East of Town Hall:

Discussion and possible direction to explore options of acquisition of this property.

12. NOTICE OF CLAIM - REEDS LODGE:

Discussion, review, and possible action regarding the Notice of Claim against the Town of Springerville, submitted by Reeds Lodge.

a. EXECUTIVE SESSION: CLAIM

Possible action to enter executive session pursuant to ARS § 38-431.03(A3)(A4)

regarding the claim filed against the Town.

b. ACTION ON CLAIM:

Discussion, review, and possible action regarding the Notice of Claim against the Town of Springerville, submitted by Reeds Lodge.

13. ADJOURNMENT:

Submitted by: _____

Posted by: _____

Members of the public who only want to provide written comments can express their comments by emailing the Town Clerk at **kmiller@springervilleaz.gov** to be read during the call to the public. All comments must be submitted by 5:00 p.m. on the day of the meeting.

Americans with Disabilities Act (A.D.A.): The Town of Springerville intends to comply with A.D.A. If you are physically challenged or disabled and need special accommodations to participate in this town meeting, please contact the Town Clerk at (928) 333-2656 ext. 224 forty-eight (48) hours prior to the meeting to arrange necessary accommodations.



Town Council Agenda Staff Report

AIRPORT MANAGER'S REPORT

August 1, 2021

1. Recent Fuel Sales

a. July 2021: 6,289.67 gallons (\$22,736.60)

2. Recent Traffic Operations

a. July 2021

386 Total

12 Local, 182 Itinerant, 192 Air Taxi, 0 Military

386 GA, 0 Military

149 Medevac

56% Business Related

32% Based / 68% Transient

72 Fuel Purchases

3. ACIP Projects:

Runway 3/21 Reconstruction (Design): The first draft of the environmental technical report was received on June 30, 2021 and has been submitted to FAA for review.

APMS Runway 3/21 Overlay: Construction will begin on September 8th.

4. Comments

Our current based aircraft count is 8.

Two builders have committed to building private hangars. The archeological and biological studies have been completed with no findings in either category that would disrupt the progress of the projects. First draft of the technical narrative has been submitted to FAA for review.



Town Council Agenda Staff Report

8-2021

Mayor & Council Report for Community Development

Multiple Building Permits issued.

Multiple Building Inspections.

Multiple C of O Inspections.

Updating the Medical Marijuana Ordinance

Planning and Zoning Meeting on 8-10-2021(3 pm)

- Finch CUP- RV Park 247 West Main
- Rezoning- 364 N Becker Lake Rd
- Lot line adjustment- 4 lots @ Tumbling T & US 60
- Rezoning- Two lots from R 1- 20 Zone to C1 Commercial
- Lot split 702 S Voigt St
- 2nd Public Hearing- Becker Lake & US 60- Subdivision 4 lots

Public Hearing- Planning and Zoning Meeting 8-24-2021(6 pm)

- Ordinance for Marijuana Establishments (Medical & Adult Use)

Planning and Zoning Meeting on 9-14-2021 9-14-2021 (6 pm)

- Conditional Use Permit for 279 South Mountain Ave- Apache County Dispensary LLC

Planning and Zoning is currently working on,

- Combination on airport properties
- Re-zoning the airport property
- Updating the Zoning Map
- Reviewing Zoning
- Creating addresses for properties

Updated Arizona Department Housing monthly reports.

Valuations reported to the Apache County Assessors.

Multiple phone calls on a daily basis about zoning for land sales and home/ business sales.



Town Council Agenda Staff Report

COMMUNITY SERVICES DEPARTMENT REPORT
August, 2021

ADMINISTRATIVE:

We have been awarded the University of Arizona’s Supplemental Nutritional Assistance Program grant for Apache County. This grant will provide a new position with the Town of Springerville as well as expand our community services by providing nutrition and physical activity education programs to youth and seniors in our area. We are very excited to partner with the University of Arizona as recipients of this funding.

Below are two reports which show the amounts spent for our Low-Income, Rental & Utilities assistance program from January – June. These reports are separated between Springerville and Eagar. The total amount equals: \$112,539.25

SPRINGERVILLE

Service	Number of clients served	Total Dollars
Mortgage Assistance	0	\$ -
Rental Deposit	2	\$ 528.00
Rental Payment	18	\$ 11,650.00
Utility Assistance	36	\$ 33,111.53
Appliance Repairs	0	\$ -
Appliance Replacements	1	\$ 600.57

Service	Number of cards issued
Food Cards	6
Bus Pass	4
Fuel Cards	3

Service Area	Total number of clients served
Springerville	44

EAGAR

Service	Number of clients served	Total Dollars
Mortgage Assistance	3	\$ 1,303.14
Rental Deposit	5	\$ 3,303.50
Rental Payment	19	\$ 16,926.90
Utility Assistance	46	\$ 43,318.20
Appliance Repairs	3	\$ 1,011.92
Appliance Replacements	1	\$ 785.49

Service	Number of cards issued
Food Cards	11
Bus Pass	2
Fuel Cards	12

Service Area	Total number of clients served
Eagar	51

Financial/Statistical Reports and Grants completed for the following grants/contracts:

- Aging & Adult Congregate Meals
- Aging & Adult Meals on Wheels
- Aging and Adult Transportation Services
- Arizona Long Term Care (ALTCS) Meal Program
- Senior Community Senior Employment Program (SCSEP)
- St. Mary’s Senior Citizens Food Box Program
- United Food Bank Community Food Box Distribution
- Emergency Food & Shelter Program
- Low Income Home Energy Assistance Program (LIHEAP)
- U of A Cooperative Extension/ Snap-Ed Grant – Submitted and Awarded



Town Council Agenda Staff Report

July – Community Assistance and Senior Services Counts:

Senior Services		Low Income Assistance Services	
Congregate Meals	309	Food Commodity Box (households)	301
Home Delivered Meals	226	Rental Assistance	12
Long Term Care Meals	62	Adult Diapers	2
Indigent Meals	52	Fuel Cards	4
Total Meals Served	649	Emergency Water	
		LIHEAP	11
Senior Food Boxes	123	Bus Pass	2
Pet Food Bags Delivered	6	Senior Equipment	2
Transportation Units	217	Food Essentials	10
Volunteer Hours	108	Utility Deposit/ Appliance Repair	

Story from our Utility Assistance Coordinator:

We had two brand new babies added to different households this past month. When this situation arises, we are allowed to create pseudo - Social Security numbers for them until their actual cards with the correct social numbers arrive. Both babies were born into homes that cannot meet expenses this month. We all know how expensive it is to take care of a baby's needs between formula, diapers, wipes, and clothing. Neither of these households were able to pay their own rent payments; one had an eviction notice for the day she was to be induced. The other household was facing a shut off for electric. While making my follow up calls, I was told that one of these babies had to be rushed to Phoenix to have a hernia surgery done which now means gas money, food, lodging and extra medicines, besides the stress of worry. It is wonderful to know that with the help of much needed services, neither of these families needed additional worry about their electricity being turned off or being evicted from their homes.

Respectfully Submitted,
Robin Aguero



Town Council Agenda Staff Report

Springerville Fire Department Council Report June 16th 2021

1. Springerville Fire Department Statistics 2021

Quarter 1 Jan. 1-Mar. 31	2021
Burn Permits Issued	6
Calls For Service	61
Breakdown of Calls For Service	
Fire and Fire Related	3
Prescribed Burns	2
Medical	22
MVA	5
Wildland Assignments	0
Good Intent Call	6
Service Calls	8
Inspections	2
Hazardous Conditions	2
False Alarms	9

Quarter 2 Mar. 31-June 30	2021
Burn Permits Issued	2
Calls For Service	43
Breakdown of Calls For Service	
Fire and Fire Related	7
Prescribed Burns	0
Medical	10
MVA	4
Wildland Assignments	1
Good Intent Call	7
Service Calls	8
Inspections	3
Hazardous Conditions	1
False Alarms	4



Town Council Agenda Staff Report

Quarter 3 July 1-Sep. 30	2021
Burn Permits Issued	8
Calls For Service	25
Breakdown of Calls For Service	
Fire and Fire Related	1
Prescribed Burns	1
Medical	4
MVA	4
Wildland Assignments	0
Good Intent Call	2
Service Calls	6
Inspections	1
Hazardous Conditions	0
False Alarms	7

2. The Fire Department has moved a majority of its equipment into 225 east Main Street and is operational out of the new building. There are still some items that need to be moved from the old FD location. Still some renovation going on in the new building to finish things up.
3. With the assistance of Badlands Auxiliary we are preparing for Springerville Fire Department Open House to kick off Fire Prevention week in Round Valley October 2nd.
4. Captain Jacob Orona and Firefighter/EMT Elyse Sluiter will be attending Arizona State Fire School in September on scholarship.



Town Council Agenda Staff Report

Report for July 2021

Springerville Heritage Center & Casa Malpais Archaeological Park

- Visitor count in the month of July for the Heritage Center was estimated to be approximately 654 – another record for visitors in one month, and exceeding June’s record of 515 visitors. Many visitors mention staying in local motels or RV parks, as well as staying overnight in nearby communities such as Greer, Alpine, Lyman Lake, Show Low, Pinetop, Heber, etc. They come to Springerville looking for “things to do” in our area.
- Revenue generated in July from Casa Malpais site tours was \$1,625. (We did have to cancel some tours due to monsoon thunderstorm activity.)

We had a group of 20 archaeologists/staff from the Forest Service who toured the Casa Malpais site on July 28th.

- The local Little Colorado River Chapter (LCRC) of the Arizona Archaeology Society has resumed their monthly meetings, which are normally held on the third Monday of each month in the Udall-Johnson meeting room. The July meeting was an “open house” format, open to all and included a presentation about past LCRC meetings, guest speaker presentations, field trips, future plans, etc.
- We periodically receive new consignment items from local artists and crafters for our gift shop and Heritage Center hallways. Be sure to stop by and check out the selection of paintings, photographs, jewelry, books, custom greeting cards, silk flower arrangements, and more!



Town Council Agenda Staff Report

Springerville Police Department Agenda Items and staff report

1. Springerville Police Department 2021 Stats

	June	July	Total
Calls for service:	415	135	550
Self-initiated Calls	213	92	305
Citizen:	12	6	18
Agency Assist:	126	31	157
Speed citations:	11	22	23
Nonmoving	15	0	15
Crim Speed:	1	0	1
Total traffic citations:	27	22	49
Verb warning:	136	18	154
Written Warning:	70	45	115
DUI	3	0	3
Felony Cases	34	5	39
Misdemeanor	88	10	98
DV	12	4	16
Arrests	27	8	35

2. Officer Kevin Davis is progressing nicely in the Field Training phase and is projected to have his field training completed by the end of August.
3. Governor's Office of Highway Safety has attentively granted the Springerville Police Department \$4,093.00 in DUI enforcement and \$8,000 in Selective Traffic Enforcement for equipment and extra patrol funds for the 2022 fiscal year. This grant will allow us to

have more police presence in our town as our officers look to do drug interdiction and extra DUI patrols during the weekends and holidays.

4. We are waiting for a final approval for the CARESAZ grant. This industrial size incinerator will allow us to properly dispose of dangerous drugs collected as evidence and prescription medication/drugs collected in our prescription drug drop off box.
5. We have submitted for a NCHIP grant (National Criminal History Improvement Program). The project title is "Information Technology and Communication." This grant will allow us to upgrade our computer software and purchase much needed up-to-date equipment.
6. We are actively looking to hire one new police officer.



Town Council Agenda Staff Report

8-2021

Mayor & Council Report for Public Works

Projects Completed in July/ August 2021

- Street sweeping
- Pothole repairs
- Multiple sewer call outs (plugged sewer lines)
- Multiple water turn on and off
- Water meter reads
- Water meter replacements
- Multiple water break/ repairs
- Street light repairs
- Cemetery- Funerals
- Blading Hooper Ranch Road/ Becker Lake Rd/ Cemetery Hill

Projects Working On

- WIFA- Water projects
- WIFA- Sewer Projects
- HURF- Road Paving Projects Merrill & Sheldon
- CDBG/ ADA- Park and Town Hall- Building a gazebo
- Hot patching multiple roads (water repairs)
- Meter installs (Town)
- Hopi Adjudication Lawsuit
- Water meters for all wells (WIFA)
- Lift station meters (WIFA)
- Well rehab- Wilkins well (WIFA)
- Water line replacement- Merrill & Sheldon (WIFA)
- Town Hall roof repairs
- Painting the Senior Center
- Sidewalk repairs/ replacement

**TOWN OF SPRINGERVILLE
MEMORANDUM**

TO: Springerville Town Council
FROM: Heidi Wink, Interim Town Manager
DATE: 8/18/2021
SUBJECT: Consent Item(s)

SUGGESTED MOTIONS:

I move we adopt consent items 5a and 5b as presented.

OR

I move we do not approve or we table the consent items until next meeting.

STAFF REPORT

Please see attached documentation.



DRAFT

TOWN COUNCIL REGULAR MEETING

Minutes

Wednesday, July 21, 2021 at 6:00 pm

Attendees: Staff: Heidi Wink - Interim Town Manager/ Finance Director, Tosca Henry- Town Attorney . Kelsi Miller - Town Clerk, Tim Rasmussen - Public Works Director / Interim Community Development Director, Dayson Merrill - Chief of Police, Quintin McCue - Sergeant, Kevin Davis - Officer, Brayden Wiltbank- Officer, Dennis Gilliam- Admin Assistant, Shane Phillips- Animal Control, Robert Pena III- Battalion Chief

**Springerville Town Council Chambers - 418 E. Main St.
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DRAFT

TOWN COUNCIL MEETING: 6:00 P.M.

1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE:

Minutes:

Mayor Hanson called the meeting to order at 6:00 p.m. Officer Davis led the pledge of allegiance.

2. ROLL CALL:

Minutes:

The Town Clerk completed a roll call. Councilor Llamas - Present, Vice-Mayor MacKenzie - Present, Mayor Hanson - Present, Councilor Davis - Present, Councilor Reidhead - Present.
A quorum is present.

DRAFT

3. PUBLIC PARTICIPATION:

Minutes:

Terry Shove addressed the Mayor and Council. She gave an update on the schools. The new teachers for this coming school year have been hired and they will start training next week. This summer the schools were able to replace the carpet in the middle school and the elementary school library. She announced the Foundation for Little Colorado Restoration is moving forward with the USDA grant for a beef processing facility. They will be hosting a meeting regarding the progress of the grant on July 28th at Avery's at noon. Council asked Terry to explain a little further about the facility, she gave them a few more details on the processing facility and its size.

4. COUNCIL, MANAGER AND STAFF REPORTS:

a. Mayor & Council Reports: Summary Updates on committee meetings.

Minutes:

Vice Mayor MacKenzie reported he and Heidi had a Blue Hills meeting regarding the purchase of equipment and the election of officers.

Councilor Davis report he attended a PSPRS meeting.

Mayor Hanson called Shane Phillips the Animal Control Officers to the podium.

He was presented with an award for going above and beyond with volunteering his time to the community.

b. Interim Town Manager Heidi Wink: Summary Updates & presentation(s)

c. Staff Reports: Summary Updates

Minutes:

Dayson Merrill Chief of Police let the Council know he has supplied them with a written report in their packets. He wanted to thank all of his officers for all of their hard work as the department is still short-handed. They are actively looking for either a lateral or another cadet to send to the police academy.

5. CONSENT ITEMS:

Minutes:

ACTION: Robert MacKenzie/ Shelly Reidhead motioned to adopt consent items 5a, 5b, 5c, and 5d as presented.

DISCUSSION: None

Vote results:

Ayes: 5 / Nays: 0

- a. Consider approval of the June 8, 2021 Town Council Work Session minutes.**
- b. Consider approval of the June 16, 2021 Town Council Regular Meeting minutes.**
- c. Consider approval of the June 23, 2021 Town Council Special Meeting minutes.**
- d. Consider ratification and approval of accounts payable register from 6/05/21 to 7/12/2021.**

6. PUBLIC HEARING:

Minutes:

1st ACTION: Robert MacKenzie/ Ruben Llamas motioned to open a public hearing at 6:07 p.m to take public and Council comments on the proposed Final Budget . The motion passed unanimously.

DISCUSSION: There were no comments from the public or the Council.

2ND ACTION: Robert MacKenzie motioned to close the public hearing and enter back into regular session at 6:08 p.m. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0

OLD BUSINESS

7. FUTURE OF BROADBAND:

a. Stephen Brideau discussion:

Minutes:

DISCUSSION: Stephen Brideau addressed the Council and the public. Steve is the General Manager of Sparklight. He explained to the Council they are wanting to reopen discussions regarding Sparklight coming to this area. He let Council know that in January he spoke with them and proposed some conditions to coming to our area. He wanted to let them know all of those conditions are negotiable. He went over the counties and towns that Sparklight is currently serving. They have been providing services in Arizona for 60 years, this is not a new business trying to come into the area, they are well established. When Sparklight last spoke with the Town they were waiting to see if the neighboring Town was also interested in Sparklight. It has been established they are not, and that is okay. Sparklight is in Show Low , their are ACA grants available, with the support of the Council that they can go after it to bring it to Springerville without Eagars support. They need to know that they are coming into a welcoming environment and that the Town wants them here. He explained tonight they aren't looking for a formal agreement. He further explained they have a good working relationship with Navopache Electric, and aren't concerned about not being able to attach fiber to poles. They use NEC poles in Show Low and Pinetop. All they would need is the authorization from the Town to use Town right of ways. Council asked besides the letter of support do they need anything else from us to apply for the ACA grant? Stephen responded no, they hope if they bring the service to Town that Springerville would want to be on the internet but it is all negotiable. A question from the audience was asking if this would be both internet and television and do you have to do both. He said it will be either or. They offer online cable television but they are primarily an internet provider. A question from the audience asked what the price ranges are? Stephen explained the monthly pricing is from \$35 and up to \$100. Council asked about a timeline. He said if we follow the ACA Grant timelines they would anticipate the

grant application would be submitted in early September. Once the grant is available they anticipate with permitting, engineering, and construction to take about 18 months. They could focus on the business districts first and have them up sooner. Council inquired about service and where they would be dispatched from. He explained they would likely have a mobile technician stationed here and dispatched from the Show Low office. For larger business they have 24 hour response time for internet outages, they will respond to residential outages the same day up until 7:00 p.m. They have minimal outages, but it is not a perfect world and outages happen. They have multiple recognition's on reliability. They do business in 23 states. Regarding infrastructure and fiber, ATNI built fiber last year, they have previously partnered with ATNI and buy services off of each other. If the exciting fiber is reliable to their satisfaction they try to stay with that. It was asked if they can run fiber below ground if that is the direction Council goes. He said they are fully capable of underground fiber, it costs about 10 times as much, but in new subdivisions if developers trench for utilities to go underground they will happily go that route.

b. Letter of Support:

Minutes:

Council directed staff to provide Sparklight with a letter of support.

DISCUSSION: Mr. Brideau said this letter is with no strings attached.

NEW BUSINESS

8. PLANNING AND ZONING BOARD MEMBER VACANCIES APPOINTMENT:

a. Trinity Raymer

Minutes:

Councilor Shelly Reidhead declared a conflict of interest and recused herself from this item.

ACTION: Robert MacKenzie / Richard Davis motioned to appoint Trinity Raymer to fill the vacancy on the Planning and Zoning Commission.

DISCUSSION: None

Vote results:

Ayes: 4 / Nays: 0

b. Will Sands

Minutes:

ACTION: Robert MacKenzie / Shelly Reidhead motioned to appoint Will Sands on the Planning and Zoning Commission.

AMENDED MOTION: Robert MacKenzie amended his motion to appoint Will Sands to the Planning and Zoning Commission for 1 year 5 months.

DISCUSSION: Tim Rasmussen the Interim Community Development Director asked Council to consider appointing Mr. Sands for a term of 1 year 5 months.

Vote results:

9. REZONE APPLICATION FOR 67 SOUTH PINAL:

Minutes:

ACTION: Shelly Reidhead/ Richard Davimotioned to approve the rezoning of 67 South Pinal Street from R1-7 Zone, Single Family Residential to C1 - General Commercial.

DISCUSSION: Councilor MacKenzie asked why? Councilor Reidhead responded because it is a mini trailer park in front of Woodland. It is next to commercial property. It was discussed the property is on the market with Gracie Becker.

Vote results:

Ayes: 5 / Nays: 0

10. INTERIM FIRE CHIEF:

Minutes:

ACTION: Ruben Llamas/ Robert MacKenzie motioned to appoint Battalion Fire Chief, Robert Pena III as Interim Fire Chief.

DISCUSSION: Councilor Davis asked if the position has been listed yet. Interim Town Manager Heidi Wink asked if they want it listed as contact or a full time position. Councilor Davis suggested it be a full time Fire Chief. Mayor Hanson said we just budgeted for a full time Firefighter. Councilor Llamas said we can switch that and do a full time Chief and a contract firefighter. Manager Wink agreed. Council all agreed to do a full time Chief. They agreed this position will not be advertised as a RFQ.

Councilor Davis asked what the time frame is on having the interim Chief and hiring a Chief. Heidi said an interim is a good idea while we advertise for the position. We will start the process soon. Councilor Reidhead asked if it made sense financially. Robert Pena III said it was his understanding his pay would stay the same while he was serving as interim.

AYES: Ruben Llamas, Robert MacKenzie, Phil Hanson

NAYS: Richard Davis, Shelly Reidhead

Vote results:

Ayes: 3 / Nays: 2

11. DIRECTION FOR INTERVIEWING TOWN MANAGER CANDIDATES:

Minutes:

Interim Town Manager Heidi Wink said we have started to advertise for the position and is inquiring how Council would like to do the interviews. They can all interview the candidates or just some of the Council can sit on the board. She said they can also add people to the board if they would like such as other Town Managers. Mayor Hanson said the last Town Manager was interviewed by all Town Council. All Council agreed they would all like to sit on the board. Councilor Reidhead asked how they would feel about asking the Eagar Town Manager to sit on the board. Mayor Hanson was okay with that Councilor Davis said it would be nice to have that outside opinion, Heidi feels like its a good idea. Councilor Llamas isn't sure why we want someone from another municipality. Councilor Reidhead stated they do not have the Town

Manager experience and he does. Councilor MacKenzie says he sees the point. They asked the Town Attorney Ms. Henry if it would be okay? She said she has seen it done both ways, its not unusual to bring in an outsider while its also unusual to have just the Council. Council asked Manager Wink to check the Eagar Town Manager and see if he would be willing.

12. FINANCE POLICY UPDATE:

Minutes:

ACTION: Robert MacKenzie/ Shelly Reidhead motioned to approve the proposed changes to the finance policy as presented effective immediately.

DISCUSSION: Interim Manager Heidi Wink said that the current policy is the reserve fund is to be 8% of our general fund. After calculations she determined that is only around \$195,000. We currently have over \$3 million right now in there. We looked at the old policy from 1997 and the rainy day fund was \$2 million. She feels increasing it to \$2 million would be a much safer amount.

Vote results:

Ayes: 5 / Nays: 0

13. ADOPTION OF FINAL BUDGET:

Minutes:

ACTION: Robert MacKenzie / Shelly Reidhead motioned to adopt the fiscal year 2021/2022 Final Budget in the amount of \$12,722,889.

Vote results:

Ayes: 5 / Nays: 0

14. FEDERAL AVIATION ADMINISTRATION IMPROVEMENT PROGRAM GRANT AGREEMENT:

Minutes:

ACTION: Robert MacKenzie / Ruben Llamas approve an FAA Airport Improvement Program (AIP) grant in the amount of \$160,820.00 for the design of the pavement rehabilitation on runway 3/21 and authorize payment by the Town of the 4.47% match in the amount of \$7,188.66, as well as authorize the Interim Town Manager to execute the grant on behalf of the Town.

DISCUSSION: Councilor Reidhead asked if this was budgeted for, Ms. Wink responded it was. Mayor Hanson asked if we know if and when we will get the grant, airport manager Sean Kienle let him know they are just waiting for our signature.

15. INMATE WORK CONTRACT WITH ASPC:

Minutes:

ACTION: Robert MacKenzie / Shelly Reidhead motioned to approve the renewal contract with the Arizona State Prison Complex for inmate labor as presented and authorize the Interim Town Manager to execute the contract.

DISCUSSION: Mayor Hanson said he is happy to see inmates back helping the Town and building the new gazebo.

Vote results:

Ayes: 5 / Nays: 0

16. ADJOURNMENT:

Minutes:

ACTION: Robert MacKenzie / Ruben Llamas motioned to adjourn at 6:45 p.m.

DISCUSSION: None

Vote results:

Ayes: 5 / Nays: 5

Members of the public who only want to provide written comments can express their comments by emailing the Town Clerk at **kmiller@springervilleaz.gov** to be read during the call to the public. All comments must be submitted by 5:00 p.m. on the day of the meeting.

Americans with Disabilities Act (A.D.A.): The Town of Springerville intends to comply with A.D.A. If you are physically challenged or disabled and need special accommodations to participate in this town meeting, please contact the Town Clerk at (928) 333-2656 ext. 224 forty-eight (48) hours prior to the meeting to arrange necessary accommodations.

Contact: Kelsi Miller, Town Clerk (kmiller@springervilleaz.gov (928) 333-2656 x 224) | Minutes published on 07/29/2021 at 4:20 PM



TOWN OF SPRINGERVILLE

"GATEWAY TO THE WHITE MOUNTAINS"

Council Meeting August 18, 2021

Check Register

07/13/21 thru 08/06/21 Accounts Payable Expenses	\$262,785.33
Pay Period End 07/03/21, 07/17/21 & 07/31/21	\$203,358.79
Total Expensed Dollar Amount for Consent Agenda	\$466,144.12
Total Revenue Received 07/13/21 thru 08/06/21	\$578,459.13

Balances on all cash accounts as of August 6, 2021

Checking Account	\$5,270,332.57
LGIP Savings	\$3,032,040.57

Report Criteria:
Report type: GL detail

Check Issue Date	Check Number	Payee	Description	Amount	Invoice GL Account
07/14/2021	98309	ACE Interdiction Tactics, LLC	Interdiction Tactics June 23/24 PO#9819	1,116.00	54-425-5017
07/14/2021	98310	Apache Co Treasurer	June 2021 Docket Fees	16.93	01-000-2011
07/14/2021	98311	AZ Municipal Risk Retention Pool	Work Comp Apr 21 - Jun 21	10,857.00	01-000-2015
07/14/2021	98312	AZ State Treasurer	Magistrate Payable June 2021	2,484.95	01-000-2011
07/14/2021	98313	Brewer Law Office	Indigent Defense Attorney Fees PO#B1234	45.00	01-106-5055
07/14/2021	98314	Brown & Brown Law Offices	water adjudication	4,146.35	10-210-5033
07/14/2021	98315	Dayson Merrill	Per Diem LE Summit - PO#9606	150.00	01-130-5017
07/14/2021	98316	Frontier	2555 - Admin	86.36	01-115-5016
07/14/2021	98316	Frontier	2555 - Finance	19.63	01-120-5016
07/14/2021	98316	Frontier	2555 - Planning & Zoning	19.63	01-125-5016
07/14/2021	98316	Frontier	2555 - Police	157.02	01-130-5016
07/14/2021	98316	Frontier	2686 - Fire	150.08	01-140-5016
07/14/2021	98316	Frontier	2555 - Heritage Center	19.63	01-150-5016
07/14/2021	98316	Frontier	2555/5016 - HURF	97.79	02-170-5016
07/14/2021	98316	Frontier	5746 - Airport	214.21	04-180-5016
07/14/2021	98316	Frontier	2555 - Water	39.25	10-210-5016
07/14/2021	98316	Frontier	5197 - Airport	111.59	04-180-5016
07/14/2021	98316	Frontier	2555 - Sewer	31.40	11-215-5016
07/14/2021	98317	League of AZ Cities & Towns	2021/2022 League Dues	5,388.00	01-105-5025
07/14/2021	98318	NACOG	Annual Dues FY 21-22	694.00	01-105-5025
07/14/2021	98319	Navopache Electric Co-Op	Electricity	302.61	01-115-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	25.05	01-120-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	16.70	01-125-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	511.56	01-130-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	59.33	01-135-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	108.73	01-140-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	332.24	01-150-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	72.08	01-155-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	510.67	01-160-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	2,477.59	02-170-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	856.33	04-180-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	5,057.43	10-210-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	1,904.56	11-215-5021
07/14/2021	98319	Navopache Electric Co-Op	Electricity	525.00	22-270-5021
07/14/2021	98320	Perkins Cinders, Inc	Road Grade ABC PO#9686	754.67	02-170-5080
07/14/2021	98321	Pierce Coleman PLLC	Legal Services for June 2021	264.00	01-106-5131
07/14/2021	98322	Proforce Law Enforcement	8 Springfield Victor PO#9578	6,746.22	01-130-5042
07/14/2021	98322	Proforce Law Enforcement	8 Eotech Sights PO#9578	4,076.41	01-130-5042
07/14/2021	98323	RAGHT	July 2021 Premium	4,756.40	01-000-2020

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07/14/2021	98323	RAGHT	July 2021 Premium	671.66	01-115-5004
07/14/2021	98323	RAGHT	July 2021 Premium	1,257.31	01-120-5004
07/14/2021	98323	RAGHT	July 2021 Premium	270.04	01-125-5004
07/14/2021	98323	RAGHT	July 2021 Premium	9,949.61	01-130-5004
07/14/2021	98323	RAGHT	July 2021 Premium	1,322.08	01-135-5004
07/14/2021	98323	RAGHT	July 2021 Premium	1,792.78	01-140-5004
07/14/2021	98323	RAGHT	July 2021 Premium	544.56	01-145-5004
07/14/2021	98323	RAGHT	July 2021 Premium	730.32	01-150-5004
07/14/2021	98323	RAGHT	July 2021 Premium	537.82	01-155-5004
07/14/2021	98323	RAGHT	July 2021 Premium	1,061.10	01-160-5004
07/14/2021	98323	RAGHT	July 2021 Premium	3,873.34	02-170-5004
07/14/2021	98323	RAGHT	July 2021 Premium	1,326.33	03-175-5004
07/14/2021	98323	RAGHT	July 2021 Premium	1,326.33	04-180-5004
07/14/2021	98323	RAGHT	July 2021 Premium	3,272.58	10-210-5004
07/14/2021	98323	RAGHT	July 2021 Premium	2,520.32	11-215-5004
07/14/2021	98324	Springerville - Eagar Chamber	Dues for FY 21-22 PO#10105	465.00	01-105-5020
07/14/2021	98325	The Tosca Law Firm PLC.	Legal Town Attorney Fees PO#B1292	165.00	01-106-5138
07/14/2021	98325	The Tosca Law Firm PLC.	Legal Town Attorney Fees PO#B1292	825.00	01-106-5138
07/14/2021	98325	The Tosca Law Firm PLC.	Legal Town Attorney Fees PO#B1292	375.00	01-106-5138
07/14/2021	98326	Rebekah Talbot	water deposit refund	9.60	10-000-2025
07/14/2021	98326	Rebekah Talbot	Sewer Deposit Refund	50.00	11-000-2025
07/21/2021	98337	Allegra	Recruit Flyer Printing PO#10106	92.92	01-105-5019
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	346.02	01-115-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	173.01	01-120-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	173.01	01-125-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	5,190.30	01-130-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	865.05	01-135-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	5,190.30	01-140-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	173.01	01-145-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	1,038.06	01-150-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	346.02	01-160-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	173.01	02-170-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	7,093.41	02-170-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	3,460.20	04-180-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	3,460.20	10-210-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	3,460.20	16-240-5053
07/21/2021	98338	AZ Muni Risk Retent Pool P&C	quarterly 40000944-07062021	3,460.20	11-215-5053
07/21/2021	98339	Bashas	Groceries for food bank PO#9781	846.40	19-255-5060
07/21/2021	98339	Bashas	Groceries for food bank PO#9781	846.41	19-255-5060
07/21/2021	98340	Governors Office of Highway Safety	2021 LE Conf PO#9821	100.00	01-130-5017
07/21/2021	98341	Killum Pest Control	Quarterly Extermination PO# 10116	180.00	01-145-5062
07/21/2021	98341	Killum Pest Control	Quarterly Extermination PO# 10116	45.00	04-180-5062

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07/21/2021	98341	Killum Pest Control	Quarterly Extermination PO# 10116	45.00	11-215-5062
07/21/2021	98341	Killum Pest Control	Quarterly Extermination PO# 10116	45.00	16-240-5062
07/21/2021	98341	Killum Pest Control	Quarterly Extermination PO# 10116	45.00	02-170-5062
07/21/2021	98342	LegalShield	Prepaid Legal Jul21	68.75	01-000-2019
07/21/2021	98343	MWI Veterinary Supply Co	Animal Control Supplies	54.80	01-135-5046
07/21/2021	98343	MWI Veterinary Supply Co	Animal Control Supplies	33.12	01-135-5046
07/21/2021	98344	Balvina Chavez	park deposit - Chavez, Balvina	50.00	01-000-2027
07/21/2021	98345	David Gillespie	Park Deposit Refund - Gillespie, David	50.00	01-000-2027
07/21/2021	98346	Proforce Law Enforcement	Rail and Sling Gen2 PO#9818	1,471.63	01-130-5042
07/21/2021	98346	Proforce Law Enforcement	Rear Sights PO#9818	327.30	01-130-5042
07/21/2021	98347	Rhinehart Oil Co. , LLC	Act R10005179 Fuel 6/30/2021	110.83	01-150-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005178 Fuel	171.53	01-140-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005172 Fuel 7/15/2021	18.36	13-225-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005172 Fuel 7/15/2021	18.36	15-235-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005172 Fuel 7/15/2021	18.37	42-365-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005173 Fuel 7/15/2021	28.72	02-170-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005173 Fuel 7/15/2021	83.15	01-145-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005173 Fuel 7/15/2021	29.46	01-155-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005173 Fuel 7/15/2021	46.83	10-210-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005173 Fuel 7/15/2021	125.86	11-215-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005174 Fuel 7/15/2021	115.64	01-135-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005174 Fuel 7/15/2021	499.01	01-130-5011
07/21/2021	98347	Rhinehart Oil Co. , LLC	R10005178 Fuel 7/15/2021	126.48	01-140-5011
07/21/2021	98348	Shamrock Foods Co	Food General PO#9788	631.21	15-235-5060
07/21/2021	98349	Sharon Pinckard	July Prem Prem.Ben.Reim	134.94	01-000-2017
07/21/2021	98350	Town of Eagar	1/2 NPC Electric July PO10115	109.50	01-115-5048
07/21/2021	98351	NACOG CSA	Sewer Credit Refund PO#10112	126.58	11-000-1012
07/21/2021	98351	NACOG CSA	Water Deposit Refund PO#10112	84.38	10-000-1012
07/21/2021	98351	NACOG CSA	Sewer Credit Refund PO#10112	64.95	11-000-1012
07/21/2021	98351	NACOG CSA	water deposit refund	43.31	10-000-1012
07/21/2021	98352	Trace Brown	Sewer Deposit Refund - PO# 10113	26.10	11-000-2025
07/21/2021	98353	White Mountain Publishing LLC	Schedule A Budget PO#10117	246.84	01-120-5019
07/21/2021	98353	White Mountain Publishing LLC	Public Hearing AD PO#9688	58.10	01-125-5019
07/21/2021	98353	White Mountain Publishing LLC	Public hearing - MJ PO#9908	87.15	01-125-5019
07/21/2021	98354	Xerox Corporation	WC7328 Billable prints and copies June 21	32.40	01-130-5019
07/28/2021	98355	Aflac	UY855 Jul 2021	340.47	01-000-2024
07/28/2021	98356	Albertsons / Safeway	Napkins, Plates, Flatware PO#9785	21.75	15-235-5089
07/28/2021	98356	Albertsons / Safeway	Soda, Juice, Cookies PO#9785	58.50	15-235-5060
07/28/2021	98356	Albertsons / Safeway	Mayo, Mustard, Milk PO#9786	18.28	15-235-5060
07/28/2021	98356	Albertsons / Safeway	OJ, Muffins, Fruit PO#9786	21.25	15-235-5060
07/28/2021	98356	Albertsons / Safeway	Tortillas, Water, Salsa, etc. PO#9789	25.51	15-235-5060
07/28/2021	98357	Ascent Aviation Group, Inc.	Equipment Rental PO#B1263	350.00	04-180-5023

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07/28/2021	98357	Ascent Aviation Group, Inc.	Jet A Fuel Jul 21 PO#B1263	18,731.78	04-180-5090
07/28/2021	98357	Ascent Aviation Group, Inc.	100LL Fuel Jul 21 PO#B1263	31,460.27	04-180-5091
07/28/2021	98358	Axon Enterprises	Evidence.com yearly subscription and storage po#9825	4,189.44	01-130-5025
07/28/2021	98359	AZ Dept of Corrections	Labor 07/03/2021 - 07/16/2021	55.50	01-160-5077
07/28/2021	98359	AZ Dept of Corrections	Labor 07/03/2021 - 07/16/2021	129.50	02-170-5077
07/28/2021	98359	AZ Dept of Corrections	Labor 07/03/2021 - 07/16/2021	74.00	10-210-5077
07/28/2021	98359	AZ Dept of Corrections	Labor 07/03/2021 - 07/16/2021	55.50	11-215-5077
07/28/2021	98359	AZ Dept of Corrections	Labor 07/03/2021 - 07/16/2021	55.50	22-270-5077
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	26.76	01-115-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	11.05	01-120-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	11.05	01-125-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	11.05	01-130-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	23.86	01-135-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	46.86	01-140-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	22.10	01-150-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	46.11	01-160-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	38.25	02-170-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	46.86	04-180-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	38.25	10-210-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	46.86	11-215-5018
07/28/2021	98360	Blue Hills Env Assn Inc.	Jul Services	46.83	22-270-5018
07/28/2021	98361	Dakota Pump Inc	Frieght bal. for PO 9676 - Pd 6/17/21 ck#98207	474.51	11-215-5071
07/28/2021	98362	LN Curtis	Fittings/Adapters PO#9897	180.28	01-140-5064
07/28/2021	98363	NBA Bank Card Center	Motel _ LE Summit PO#9805	245.67	01-130-5017
07/28/2021	98363	NBA Bank Card Center	Webstaurant Store PO#9787	1,816.10	14-230-5089
07/28/2021	98363	NBA Bank Card Center	Training PO#10104	25.00	01-115-5017
07/28/2021	98363	NBA Bank Card Center	fees/Registration for Event Trailer PO#10110	14.00	01-105-5027
07/28/2021	98363	NBA Bank Card Center	fuel PO#9898	115.30	01-140-5011
07/28/2021	98363	NBA Bank Card Center	T-Shirts PO#10028	232.37	04-180-5076
07/28/2021	98363	NBA Bank Card Center	Batteries for Doors PO#10037	35.35	04-180-5062
07/28/2021	98363	NBA Bank Card Center	Curtains for Lounge PO#10036	542.85	04-180-5058
07/28/2021	98363	NBA Bank Card Center	Sling TV PO#10035	60.00	04-180-5025
07/28/2021	98363	NBA Bank Card Center	Cookies, Water, Plates, Napkins PO#10034	37.24	04-180-5030
07/28/2021	98363	NBA Bank Card Center	Curtain Rod PO#10038	38.19	04-180-5062
07/28/2021	98364	Pitney-Bowes Purchase Power	Postage July	125.50	10-210-5010
07/28/2021	98364	Pitney-Bowes Purchase Power	Postage July	125.50	11-215-5010
07/28/2021	98365	Rim Country Mechanical, Inc.	AC repair@ Museum PO#9929	178.50	01-145-5062
07/28/2021	98365	Rim Country Mechanical, Inc.	AC repair@ SC PO#9928	323.42	01-145-5062
07/28/2021	98366	Rural Water Assoc of Arizona	Attention: 2021 Fall Conference	112.50	10-210-5017
07/28/2021	98366	Rural Water Assoc of Arizona	Attention: 2021 Fall Conference	112.50	11-215-5017
07/28/2021	98367	Sunstate Technology Group	Phone Service June 2021	136.53	01-115-5016
07/28/2021	98367	Sunstate Technology Group	Phone service June 2021	91.02	01-120-5016

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07/28/2021	98367	Sunstate Technology Group	Phone service June 2021	45.51	01-125-5016
07/28/2021	98367	Sunstate Technology Group	Phone service June 2021	591.61	01-130-5016
07/28/2021	98367	Sunstate Technology Group	Phone service June 2021	136.53	01-140-5016
07/28/2021	98367	Sunstate Technology Group	Phone service June 2021	91.02	01-150-5016
07/28/2021	98367	Sunstate Technology Group	Phone service June 2021	22.75	10-210-5016
07/28/2021	98367	Sunstate Technology Group	Phone service June 2021	22.75	11-215-5016
07/28/2021	98367	Sunstate Technology Group	Senior Center Phone	171.71	16-240-5016
07/28/2021	98367	Sunstate Technology Group	Computer services	324.10	01-115-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	324.10	01-120-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	162.05	01-125-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	1,134.35	01-130-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	162.05	01-140-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	324.10	01-150-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	648.20	02-170-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	162.00	04-180-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	81.03	10-210-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	81.03	11-215-5036
07/28/2021	98367	Sunstate Technology Group	Computer service	162.00	22-270-5036
07/28/2021	98368	Susan Seils	2021 Gov Conf PO#9877	293.13	01-150-5017
07/28/2021	98369	USA Blue Book	28 Traffic Cones PO#9677 (Final shipment)	146.16	02-170-5137
07/28/2021	98369	USA Blue Book	Granular Chlorine	621.39	11-215-5130
07/28/2021	98370	Austin Wiltbank	Sewer Deposit Refund - PO# 10122	24.69	11-000-2025
07/28/2021	98371	Woodland Bldg Center	Doug Fir Wood PO#9917	130.16	01-145-5062
07/28/2021	98371	Woodland Bldg Center	Screws, tiles, sandpaper, etc. PO#9911	9.31	01-160-5047
07/28/2021	98371	Woodland Bldg Center	Ceiling Tiles PO#9911	252.63	01-145-5062
07/28/2021	98371	Woodland Bldg Center	Caulking PO#9911	6.04	10-210-5062
07/28/2021	98371	Woodland Bldg Center	Bits, Sander, Sandpaper, etc. PO#9911	125.37	01-145-5073
07/28/2021	98371	Woodland Bldg Center	40T Sawblade PO#9920	41.45	01-145-5073
07/28/2021	98371	Woodland Bldg Center	Parts for Mower PO#9922	114.97	01-160-5061
07/28/2021	98371	Woodland Bldg Center	Screws/Post Caps x5 PO#9922	62.99	01-160-5047
07/28/2021	98371	Woodland Bldg Center	1/4" Wire Rope PO#10039	58.03	04-180-5062
07/28/2021	98371	Woodland Bldg Center	Saw Blade, Tape Rule PO#9924	26.16	01-145-5073
07/28/2021	98371	Woodland Bldg Center	Star Screw/Grinding Wheel PO#9924	107.98	01-160-5047
07/28/2021	98371	Woodland Bldg Center	1/4" Cable Aircraft PO#10123	65.68	04-180-5062
07/28/2021	98372	Woodson Engineering & Surveying	Professional Personnel Project PO# 9921	5,692.50	02-170-5301
08/04/2021	98374	Albertsons / Safeway	10 gallons of water PO#9912	5.00	02-170-5030
08/04/2021	98374	Albertsons / Safeway	10 gallons of water PO#9912	5.00	10-210-5030
08/04/2021	98374	Albertsons / Safeway	10 gallons of water PO#9912	4.99	11-215-5030
08/04/2021	98374	Albertsons / Safeway	10 gallons of water PO#9912	4.99	01-160-5030
08/04/2021	98374	Albertsons / Safeway	10 cases of water PO#9817	30.80	01-130-5030
08/04/2021	98374	Albertsons / Safeway	Water PO#9915	1.84	02-170-5030
08/04/2021	98374	Albertsons / Safeway	Water PO#9915	1.84	11-215-5030

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08/04/2021	98374	Albertsons / Safeway	Water PO#9915	1.84	10-210-5030
08/04/2021	98374	Albertsons / Safeway	Water PO#9915	1.84	01-145-5030
08/04/2021	98374	Albertsons / Safeway	Water PO#9915	1.85	01-160-5030
08/04/2021	98375	Ascent Aviation Group, Inc.	Equipment Rental	350.00	04-180-5023
08/04/2021	98376	Public Safety Cancer Insurance	Cancer Insurance Prem 2021 PO#10145	300.00	01-130-5004
08/04/2021	98377	Blue Hills Env Assn Inc.	Porta John Rental x3	292.65	01-105-5020
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	26.76	01-115-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	11.05	01-120-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	11.05	01-125-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	11.05	01-130-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	23.85	01-135-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	46.85	01-140-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	22.10	01-150-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	46.10	01-160-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	38.25	02-170-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	46.86	04-180-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	38.25	10-210-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	46.86	11-215-5018
08/04/2021	98377	Blue Hills Env Assn Inc.	Aug 2021 Services	46.86	22-270-5018
08/04/2021	98378	BlueGlobes, LLC	2" Coupler for windsock PO#10041	122.81	04-180-5061
08/04/2021	98379	Car Quest	Lubricant PO#9919	11.44	02-170-5061
08/04/2021	98380	Dana Kepner Company	Taper, Corp Stop, gasket - remaining items PO#9684	17.27	10-210-5126
08/04/2021	98380	Dana Kepner Company	Taper, Corp Stop, gasket - remaining items PO#9684	1,282.57	10-210-5129
08/04/2021	98381	Davis Hardware	Mop Refill PO#9910	9.81	02-170-5059
08/04/2021	98381	Davis Hardware	Face Masks 10pk PO#9910	23.99	02-170-5030
08/04/2021	98381	Davis Hardware	Work Gloves x10 PO#9910	27.22	11-215-5030
08/04/2021	98381	Davis Hardware	Work Gloves x10 PO#9910	27.22	10-210-5030
08/04/2021	98381	Davis Hardware	plunger x 2 PO#9926	18.74	01-160-5059
08/04/2021	98381	Davis Hardware	Keys for ADA RR PO#9926	6.09	01-160-5062
08/04/2021	98381	Davis Hardware	WIU Cover/GFCI PO#9926	18.53	01-160-5047
08/04/2021	98382	Devin Brown	Legal Prosecution Fees July 2021	1,470.00	01-106-5068
08/04/2021	98383	Ford Credit Dept 67-434	2018 Police Chief Vehicle	3,683.31	01-130-5093
08/04/2021	98383	Ford Credit Dept 67-434	2018 Police Cheif Vehicle	123.49	01-130-5094
08/04/2021	98384	GreatAmerica Financial Svcs	Color Copies	29.50	01-115-5019
08/04/2021	98384	GreatAmerica Financial Svcs	Color Copies	15.49	01-120-5019
08/04/2021	98384	GreatAmerica Financial Svcs	Color Copies	25.50	01-125-5019
08/04/2021	98384	GreatAmerica Financial Svcs	Color Copies	2.50	02-170-5019
08/04/2021	98384	GreatAmerica Financial Svcs	Color Copies	3.08	10-210-5019
08/04/2021	98384	GreatAmerica Financial Svcs	TH Lanier Lease Principal 015-1446074-000	375.17	01-115-5093
08/04/2021	98384	GreatAmerica Financial Svcs	TH Lanier Lease Interest 015-1446074-000	34.15	01-115-5094
08/04/2021	98384	GreatAmerica Financial Svcs	SC Lanier lease principal 015-1449186-000	106.83	16-240-5093
08/04/2021	98384	GreatAmerica Financial Svcs	SC Lanier lease interest 015-1449186-000	9.72	16-240-5094

Check Issue Date	Check Number	Payee	Description	Amount	Invoice GL Account
08/04/2021	98385	Heartsmart	4 pk Adult Skins PO9737	926.59	53-420-5064
08/04/2021	98386	iWorQ	Annual Fees for SW MGT & LIC PO#10146	2,850.00	01-125-5027
08/04/2021	98387	Keller Electrical Ind, Inc	Troubleshoot Circuits PO#10033	2,000.00	04-180-5061
08/04/2021	98388	Napa Auto Parts	oil filter/Wipers PO#9918	77.12	01-130-5024
08/04/2021	98388	Napa Auto Parts	Halogen Lamo x2 PO#9918	28.04	01-140-5061
08/04/2021	98388	Napa Auto Parts	oli filer/Brake Cleaner PO#9918	69.63	02-170-5061
08/04/2021	98388	Napa Auto Parts	Fuel Filter PO#9918	11.44	01-130-5024
08/04/2021	98388	Napa Auto Parts	Fuel Line/Clamp/ROT TH PO#9918	61.24	02-170-5061
08/04/2021	98388	Napa Auto Parts	Throttle Body	99.36	16-240-5024
08/04/2021	98389	Averys-BQ	Event Trailer Deposit Refund	400.00	01-000-2027
08/04/2021	98390	Rhinehart Oil Co. , LLC	150 Gal Ethanol for PW	494.39	02-170-5011
08/04/2021	98390	Rhinehart Oil Co. , LLC	Fuel Dyed ULS for PW	481.06	02-170-5011
08/04/2021	98391	Shawn Taylor	2021 Ford F-150 PD PO#9591	37,619.52	54-425-5071
08/04/2021	98392	Sierra Propane	Fire Tank Rental	42.31	01-140-5022
08/04/2021	98392	Sierra Propane	SC Tank Rental	13.09	16-240-5022
08/04/2021	98392	Sierra Propane	SC Tank Rental	13.09	16-240-5022
08/04/2021	98392	Sierra Propane	Animal Shelter Tank Rental	21.16	01-135-5022
08/04/2021	98392	Sierra Propane	PD Tank Rental	21.16	01-130-5022
08/04/2021	98392	Sierra Propane	WR Tank Rental	21.16	01-115-5022
08/04/2021	98392	Sierra Propane	Airport Tank Rental	21.16	04-180-5022
08/04/2021	98392	Sierra Propane	WW Tank Rental	21.16	11-215-5022
08/04/2021	98392	Sierra Propane	Recurring Charge	21.13	01-150-5022
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	48.60	01-115-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	25.37	01-120-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	14.95	01-125-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	197.32	01-130-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	19.44	01-135-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	28.62	01-140-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	18.02	01-145-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	21.55	01-150-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	7.73	01-155-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	11.47	01-160-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	56.22	02-170-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	32.40	03-175-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	31.54	04-180-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	57.26	10-210-5004
08/04/2021	98393	Standard Insurance Co, RA	00 156419 0003 Aug 21	47.66	11-215-5004
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	324.10	01-115-5036
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	324.10	01-120-5036
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	162.05	01-125-5036
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	1,134.34	01-130-5036
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	162.05	01-140-5036

Check Issue Date	Check Number	Payee	Description	Amount	Invoice GL Account
08/04/2021	98394	Sunstate Technoigy Group	Computer Services Sept 2021	324.10	01-150-5036
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	648.20	02-170-5036
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	162.00	04-180-5036
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	81.03	10-210-5036
08/04/2021	98394	Sunstate Technology Group	Computer Services Sept 2021	81.03	11-215-5036
08/04/2021	98394	Sunstate Technoigy Group	Computer Services Sept 2021	162.00	22-270-5036
08/04/2021	98394	Sunstate Technology Group	Phone Services Sept 2021	136.53	01-115-5016
08/04/2021	98394	Sunstate Technology Group	Phone Services Sept 2021	91.02	01-120-5016
08/04/2021	98394	Sunstate Technology Group	Phone Services Sept 2021	45.51	01-125-5016
08/04/2021	98394	Sunstate Technology Group	Phone Services Sept 2021	591.61	01-130-5016
08/04/2021	98394	Sunstate Technoigy Group	Phone Services Sept 2021	136.53	01-140-5016
08/04/2021	98394	Sunstate Technology Group	Phone Services Sept 2021	91.02	01-150-5016
08/04/2021	98394	Sunstate Technology Group	Phone Services Sept 2021	22.75	10-210-5016
08/04/2021	98394	Sunstate Technology Group	Phone Services Sept 2021	22.75	11-215-5016
08/04/2021	98394	Sunstate Technology Group	Phone Services -SC Sept 2021	171.15	16-240-5016
08/04/2021	98395	Valley Imaging Solutions	Senior Center Machine	31.62	16-240-5061
08/04/2021	98396	Verizon Wireless	July 2021 Cell Phone	48.89	04-180-5016
08/04/2021	98396	Verizon Wireless	July 2021 Cell Phone	28.35	10-210-5016
08/04/2021	98396	Verizon Wireless	July 2021 Cell Phone	28.34	11-215-5016
08/04/2021	98396	Verizon Wireless	July 2021 Cell Phone	38.77	42-365-5016
Grand Totals:				<u>262,785.33</u>	

Summary by General Ledger Account Number



The FY 2022 Rural Cooperative Marketing Program Application

- A complete and signed application must be emailed to, and received by, AOT no later than **July 23, 2021 by 5:00 p.m**
- Incomplete and/or faxed applications will not be accepted.

Section A: Applicant Administrative Information

- Entity Name: Springerville-Eagar Regional Chamber of Commerce
Doing Business As (if different from above) _____
- Physical Address: Street: 1 W main St. City: Springerville State: AZ Zip Code: 85938
- Mailing Address (if different): PO Box: 31 City: Springerville State: AZ Zip Code: 85938
- County (list all represented if regional applicant): Apache County
- Project Coordinator's Name and Title: Becki Christensen, Executive Director
Telephone Number: 928-333-2123 E-mail: Serccdirector@gmail.com
- Destination Website: Springervilleeagarchamber.com
- The applicant has a current fulfillment piece for the destination. Yes
- Is this application being submitted for a regional partnership? Yes No

If Yes, list all participants contributing to the regional Rural Marketing Cooperative effort starting with the lead applying entity. Note: A regional partnership must consist of at least three (3) DMOs and each entity must sign and attach an affidavit in support of application, (Attachment B).

Please list regional partners:

We do represent Southern Apache County

- Two signatures are required in order to process this application.

Signature: (Project Coordinator) Becki Christensen Date: 7-21-2021

Printed Name: Becki Christensen Title: Executive Director Organization: Springerville-Eagar Regional Chamber of Commerce

Signature: (Administrative Official) _____ Date: _____

- 8.6 Provide the destination website that will be promoted in advertisements. Regional partnerships must have a website that promotes the region and each participant in an equitable manner.
- 8.7 The fulfillment piece is the tourism brochure or visitor guide that will be sent to people who inquire about the destination. Regional partnerships must have a fulfillment piece that promotes the region and each participant in an equitable manner. The fulfillment piece must be presented on request.
- 8.8 Refer to Section 4.1.4 for information on Regional Partnerships. List all regional participants in the designated box.
- 8.9 Signatures: The signatures on the application certify that the information on the form is correct to the best of the signatories' knowledge, and authorizes the participation in the Rural Marketing Cooperative for FY 2022. Applications must bear the signatures of the Project Coordinator and the Administrative Official (the person authorized to commit the applicant to funding requested co-op opportunities). Both signatures are required to process the application. In some cases the Project Coordinator and the Administrative Official will be the same person.
- 8.10 Signed FY 2022 Designation of Destination Marketing Organization Affidavit must be included (Attachment A Section B). Applications submitted as a regional partnership must include a separate signed affidavit from each regional participant.

The Application and Affidavit forms are available online at <https://tourism.az.gov/rural-marketing-co-op-program/> All forms must be completed and signed, and received by AOT via email at jdaer@tourism.az.gov, no later than **July 23, 2021 by 5:00 p.m.** Please contact Jamie Daer, at the aforementioned email address, if you have any questions or concerns about the application process.

Late applications will not be accepted. Incomplete applications will be ineligible.

9. The Rural Marketing Cooperative Opportunity Selection Sheet

The Rural Cooperative Marketing Program allows participants to leverage their resources in partnership with AOT; and for eligible participants to receive subsidized rates of fifty (50) percent for all pre-selected marketing opportunities listed on the Rural Cooperative Marketing Opportunity Selection Sheet. **A link to the selection form will be provided to participants.**

- 9.1 **Be aware that all applicants may not receive every marketing opportunity requested.**
 - 9.11 Select opportunities are limited due to space. If space limitations are exceeded, participants will be selected by lottery.
 - 9.12 Costs for Mobile Data reports will be customized based on destination location and needs.
 - 9.13 Trade and media missions – some shows may require that the participant pre-register and invoice AOT back for the negotiated match rate. Generic credits toward domestic and international sales missions may be available with restrictions.
 - 9.14 Crowdriff UGC Platform – must have at least **6 DMO partners** in order for the program to be offered.

Note: Publication costs identified on the Rural Cooperative Marketing Program Opportunity Selection Sheet are listed as net rates for all placements. **Participants will be billed directly by the publisher at half the net insertion cost.**

10. Ad Placement Requirements

10.1 All ads must be received by AOT for review prior to the material deadline identified in the Rural Marketing Cooperative Opportunity Profiles. Please e-mail the ad to Jamie Daer, at idaer@tourism.az.gov. AOT approval for all ad creative is mandatory and may take up to five (5) business days from the date of receipt.



ExploreMoreAZ.com

10.2 Participant ads must include their logo and AOT brand mark/website (see above) on all print and digital placements unless the **size of the digital placement (small banners/mobile banners) will not support two logos. In that case, the AOT brand mark is not required.**

10.3 If an ad is placed without prior AOT review/written approval, AOT will not be responsible to pay any portion of the ad cost. The full advertisement cost will be the responsibility of the Rural Marketing Cooperative participant.

10.4 Inclusion of the AOT brand mark is required on all participant websites. Please see 10.2 for AOT brand mark information.

11. Digital Project Effectiveness

AOT shall require each digital placement to have an Arrivalist tracking pixel in order to track conversion. AOT will work with each publisher to place the tracking pixel, and AOT's Research department will provide digital performance reports to each participant.



**The Rural Cooperative
Marketing Program
Fiscal Year 2022**

**Guidelines and
Instructions**

**Due Date: Applications must be received no later than 5:00 p.m. on
July 23, 2021.***

OFFICE LOCATION:

Arizona Office of Tourism
100 N. 7th Ave., Suite 400
Phoenix, AZ 85007

AOT CONTACT:

Jamie Daer – Director of Advertising
E – jdaer@tourism.az.gov

AGENCY CONTACT:

Keri Bieber, Director, Media Services
E – keri.bieber@offmadisonave.com

***Please Note: If you are not able to commit at this time to the program due to budget constraints, but you anticipate that marketing funds will be available later in the year, please submit an application only by 7/23 so that we know you're interested in participating.**

If and when your marketing funds become available, you may contact us at that time and choose from remaining marketing opportunities at a 50% match.



Destination Marketing Organization Affidavit Cover Sheet

The _____ has been designated by the _____ as the official Destination Marketing Organization (DMO) for the purpose of coordinating tourism promotion with the Arizona Office of Tourism (AOT). AOT **does not** designate local DMOs across the state. The local designation decision lies with a **municipality, county, or tribal entity (the "Entity")**, and must conform to the following requirements:

1. AOT recognizes only one DMO per established community and requires that a DMO must be recognized by the Entity (municipal, county or tribal) leadership through official action, which also designates a representative who is authorized by the official action to execute the DMO Affidavit on behalf of the Entity.
2. The official action may be a resolution, ordinance, contract, or other official action by the Entity (municipality, county, or tribe), and the action must be effective until July 2022 (End of State Fiscal Year).
3. Renewal of DMO Affidavits will be required on an annual basis.
4. A DMO is defined as a not-for-profit organization or governmental unit that is responsible for the tourism promotion and marketing of a destination on a year-round basis.
5. DMOs must have 1) a dedicated tourism marketing budget and 2) a website/microsite and/or social media presence.

ARIZONA

OFFICE OF TOURISM

DESIGNATION OF DESTINATION MARKETING ORGANIZATION AFFIDAVIT

STATE OF ARIZONA)
)
COUNTY OF _____) ss.

I, _____, being first duly sworn, state as follows:

1. I am a duly authorized representative of _____ (the "Entity"), located at the physical address of _____, and I may be reached at the following telephone number: _____.

2. This affidavit attests that the following organization meets the Arizona Office of Tourism requirements and is designated as the DMO for the Entity: _____.

3. The above-listed organization has been designated as the Entity's DMO, by official action, to wit:

_____, on _____ day of _____, 20__.

(List official action, such as Resolution, Ordinance, Tribal Action, and/or Contract) and date of execution)

4. I am attesting that, per the listed official action, the Entity agrees that such DMO designation will be effective until July 2022.

I certify that, under the penalty of perjury of the law of the state of Arizona, that the above written statements herein are true and accurate to the best of my knowledge, and that I have authority granted by the Entity to sign this affidavit.

(Signature)

(Printed or typed name)

(Title)

SUBSCRIBED AND SWORN to before me, the undersigned notary, this _____ day of _____, 20__, by a person demonstrated to me to be _____ based on

_____.

Notary Public

ARIZONA OFFICE OF TOURISM
The Rural Cooperative Marketing
Program FY 2022

1. Program Purpose

The Rural Cooperative Marketing Program is administered by the Arizona Office of Tourism (AOT) for the purpose of expanding travel and tourism related activities in communities throughout Arizona. It provides a means for eligible participants, (rural destination marketing organizations (DMOs), tribal entities, statewide tourism associations and regional tourism partnerships), to participate in marketing opportunities.

AOT works with media and partnership representatives to negotiate a variety of marketing opportunities at reduced rates that may require minimum participation for the program to move forward. Eligible participant buys are subsidized at fifty (50) percent of the negotiated rate.

2. Program Description

The Rural Cooperative Marketing Program offers a variety of strategic media and AOT partnership opportunities, and participants can participate at different levels. The media plan combines print, outdoor and digital placements, along with packaged co-op media placements and additional non-media opportunities.

Below is a brief description of each of the offerings included in the Rural Cooperative Marketing Program for FY22:

Packaged Digital Media - Participants can select from geo and behavioral targeted online media packages, using a variety of sites and networks to maximize effectiveness. Options include digital display (behavioral and contextual), search marketing, retargeting and more.

Shared Opportunities – Participants can buy into domestic and international publisher inserts and selections along with the Arizona Office of Tourism.

Integrated Media Co-op Advertising Program – Participants can buy into a cooperative marketing integrated program that features digital (display, search, retargeting) tactics as well as traditional media tactics to create an overarching Arizona campaign.

Individual Ad Buys - Participants can choose to place ads in pre-selected print and out-of-home media. Most of these placements will be standalone placements; however, a few print publications may group the ads into a publisher-designed Arizona section. Total Individual Ad Buys shall not exceed \$15,000 half-net rate/\$30,000 total-net rate.

Content Creation and Distribution – Participants can choose from several publishers who will create online written/video content and who will provide channels to distribute the content.

Mobile Location Data – Participants can purchase reports detailing the travel patterns and origin markets of mobile devices detected in their destination via Near, formerly Uber Media.

Economic Impact Reporting – Participants can purchase economic impact reporting from Dean Runyan Associates.

Arizona Visitor Information Center Program (AVIC) – Through this program, participants have the opportunity to receive Official Arizona Visitor Information accreditation, in addition to support from AOT in the form of guidelines, listings in the Official State Travel Guide, map and on VisitArizona.com.

Local First Development Packages – Participants have the opportunity to buy into education and tiered brand-development packages.

Trade & Media Missions – Participants have the opportunity to join AOT in Trade & Media missions.

Crowdriff UGC (User Generated Content) – Participants have the opportunity to buy into tiered services that will help integrate user-generated images on their websites.

Translation Services – Participants can buy translations services for German, Chinese, French, Spanish and Japanese. Translated materials can include brochures, website content, ads, restaurant menus and visitor signage. Custom quotes will be provided to fit your needs.

3. Subsidized Rates

AOT will subsidize rates at fifty (50) percent of the negotiated rate for qualified co-op participants.

3.1 Individual ad buys shall not exceed \$15,000 half-net rate.

3.1.1 Total co-op plan offerings cannot exceed \$75,000

3.1.2 Opportunities may have minimum or maximum participation requirements.

Subsidized rates for the Rural Cooperative Marketing Program are contingent upon AOT's FY 2022 budget.

4. Program Eligibility

Rural Destination Marketing Organizations (DMOs), tribal entities, statewide tourism associations (e.g., the Arizona Dude Ranch Association) and regional tourism partnerships meeting the criteria in this section are eligible. Please read the eligibility criteria thoroughly.

4.1 Applicants must meet the criteria of at least one of the following four categories in order to be eligible for subsidized rates:

4.1.1 **An Arizona-based Rural Destination Marketing Organization (DMO).** A DMO is defined as an incorporated not-for-profit organization or governmental unit that is responsible for the tourism promotion and marketing of a destination on a year-round basis. Only one DMO can participate per city, town or region. Rural DMOs are defined as any DMO

located outside Pima and Maricopa Counties or a DMO located in Ajo, Gila Bend or Why. An entity cannot participate in both Prop 302 and Rural Co-op.

4.1.2 **A tribal entity** that wishes to market existing tourism attractions and tourism facilities.

4.1.3 **An Arizona-based statewide tourism association** that represents entities that rely on tourism-related business for a majority of their income.

4.1.4 **An Arizona-based regional partnership** which consists of a minimum of three (3) DMOs that promote a minimum of three (3) communities as a single regional tourist destination; the number of rural or tribal DMO participants must be equal to or greater than the number of urban DMOs. For example, if a regional partnership consists of three (3) DMOs, two (2) must be rural or tribal. Only one regional partnership can participate per region. Regions are not limited to those marketing regions previously identified by AOT for promotional purposes. Each regional participant must be the designated DMO for its respective community. Regional partnerships must have a tourism website or microsite that promotes each regional participant in an equitable manner.

And

4.1.5 Applicants must be exempt from federal income tax under section 501(c)3 or 501(c)6 of the Internal Revenue Code. Applicants shall not use the 501(c)3 or 501(c)6 status of another organization. Tribes and municipalities are exempt from the 501(c)3 or 501(c)6 status requirement as they are government.

And

4.1.6 Applicants must have a **tourism website or microsite** (See Section 8.6) to use as the call to action and a **fulfillment piece** (see Section 8.7).

DMOs that do not qualify for this program are still eligible to participate with AOT on co-op marketing opportunities at the negotiated rate **but will not receive the 50% subsidy.**

5. Strategic Goals of the Program

- Increase Visitation
- Increase Return Visitation
- Increase Visitor Spending

6. Objectives of the Program

- Deliver overnight visitation to the rural communities and regions of Arizona.
- Deliver a cohesive message with reach and frequency to visitors in target markets to have a larger impact.

- Secure partnerships and opportunities at varying levels that allow for co-branded and stand-alone programs for the participants.

7. Media Plan

The Rural Marketing Cooperative is a rural Arizona-focused cooperative marketing program that utilizes a media plan designed to attract visitors from major metropolitan areas in Arizona, drive markets, short-haul domestic and targeted international markets. **The fiscal year 2022 program will run from September 1, 2021 – August 31, 2022.**

AOT has developed a comprehensive media plan informed by the annual rural cooperative marketing survey results, participant insights and AOT research. The media placements are geo-targeted to identified target markets and audiences.

8. Application Instructions

Each entity may submit a maximum of two applications. If an entity submits two applications, one must be a regional partnership.

The application must include all information outlined in Attachment A, Section A - Applicant Administrative Information and Attachment A, Section B - Affidavit in Support of Application.

- 8.1 Entity Name: The name of the applicant must be the same as it appears on the incorporation, federal tax exemption or the state charter.
- 8.2 Physical Address: Provide a street address (no P.O. Boxes) for deliveries.
- 8.3 Mailing Address: Provide a mailing address that can be used by AOT for routine correspondence.
- 8.4 County: Identify the county in which the applying organization is located. In the case of regional applications, list all counties included under the application.
- 8.5 Project Coordinator's Name and Title: The person responsible for administering the project and the day-to-day contact for AOT. This individual is also responsible for submitting all necessary documentation throughout the year-long effort of this project and must be familiar with the specifics of the Rural Marketing Cooperative, as well as the application submitted. Provide the Project Coordinator's telephone number and e-mail address.

**TOWN OF SPRINGERVILLE
MEMORANDUM**

TO: Springerville Town Council
FROM: Tim Rasmussen, Public Works Director
DATE: August 11, 2021
SUBJECT: Subdivision Application- The Reserve/ Steve Brown

SUGGESTED MOTION:

I move we approve the Subdivision application for North Becker Lake Road (Parcels 105-15-017C and 105-17-017D) dividing the properties into four (4) parcels for residential homes.

STAFF REPORT

Planning and Zoning received a Subdivision Application for from Steve Brown/ Tomboy LLC on 5-6-2021. Mr. Brown has applied wanting to use two existing parcels and convert them into four proposed lots.

The Planning and Zoning Commission held two public hearings on 6-29-2021 and 8-10-2021. The Planning and Zoning Commission unanimously voted to approve the Subdivision Application for 105-15-017D & 105-17-017C in regular session. It is the recommendation from the Planning and Zoning Commission to the Town Council to approve this application.

Mr. Brown has dedicated to the Town the utility easements into these four proposed lots for future expansion of water and sewer utilities.

Town of Springerville Community Development
418 E. Main St. • Springerville, AZ 85938
928-333-2656 fax 928-333-6598

Town of Springerville Subdivision Application

Project name

The Reserve

Applicant/developer

Tombay LLC

Name of applicant/developer(s)

P.O. Box 1112

Mailing address

Flagstaff AZ 85925

City/State/Zip Code

Telephone number(s)

Engineer

Daniel R. Bluth PLS

Project engineer

P.O. Box 662

Mailing address

Springerville AZ

City/State/Zip Code

245-3922

Telephone number(s)

Property owner (if different)

Name of property owner(s)

Mailing address

City/State/Zip Code

Telephone number(s)

Development stage

Vicinity _____ Preliminary Final _____

Property information

105-15-017D

105-15-017C

Assessor's Parcel number(s)

6.76

Total acreage

AR-20

Zoning classification

Number of lots proposed 4

Access N. Becker Lake Rd

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

I hereby certify that the information in this application is correct and agree to abide by the regulations of the Town of Springerville and the State of Arizona.

Signature of applicant(s)

4/22/21

Date

for Kayla Nichols

Signature of owner(s) (if different)

Date

P&Z Commission approval: Y___ N___

Date: _____ Conditions? Y___ N___
(See attachments)

Minutes attached: Y___ N___

Council approval: Y___ N___

Date: _____ Conditions? Y___ N___
(See attachments)

Minutes attached: Y___ N___

01-4007

Fee: \$400 + \$10 per lot = \$ 4,400.00/100

Received by: AM Date: 5-10-21

Town of Springerville Subdivision Checklist

A statement of intent to subdivide should be submitted prior to or with the vicinity plan. A filing fee of \$400 plus \$10 per lot is due at the time of submittal.

All submittals shall be one or more pages measuring not more than twenty-four (24) inches by thirty-six (36) inches using a scale of not less than 1" = 100'

Vicinity plan means a map or chart showing the relationship of streets and lands within a proposed subdivision to the streets and lands in the surrounding area.

Three copies (drawings or aerial photos accepted) shall be submitted, showing streets, lots, utilities and other features as they relate to existing planned streets/infrastructure within ¼ mile.

NOTE: A preliminary plat, along with the engineering drawings, may be presented to the planning and zoning commission at the same time as the vicinity plan.

Preliminary plat means a map or chart of a proposed land division prepared in accordance with the provisions of this chapter.

Six copies of the preliminary plan shall be submitted using a scale of not less than 1" = 100' and showing:

1. The proposed name of the subdivision.
2. The location of the subdivision as forming a part of a larger tract or parcel where the plan submitted covers only a part of the subdivider's tract.
3. The names and addresses of the subdivider, the engineer, or surveyor of the subdivision, and the owner of the land immediately adjoining the land to be subdivided.
4. Information sufficient to locate accurately the property shown on the plan, with reference to survey markers or monuments.
5. Contour map at one foot intervals.
6. The boundary lines of the tract to be subdivided.
7. The location, width and other dimensions of all existing or platted streets and other important features such as watercourses, exceptional topography and buildings within the tract and within two hundred (200) feet of the tract to be subdivided.

8. Existing sanitary sewers, storm drains, water supply mains, and bridges within the tract, or within two hundred (200) feet thereof.
9. The location, width and other dimensions of proposed streets, alleys, easements, parks and other open spaces, with proper labeling of spaces to be dedicated to the public.
10. North point, scale and date.
11. Engineering drawings, including typical cross sections, plans or written statements regarding the width and type of proposed pavement, location, size and type of proposed off-site and on-site water mains, sanitary sewers, drainage facilities, and other proposed improvements, such as sidewalks, curbs and gutters, parks and fire hydrants.
12. An indication of the intended use of each lot in the subdivision.
13. Copies of protective covenants or other documents limiting the use of the land or lots within the subdivision.

Engineering drawings

Six copies of engineering drawings shall be submitted with the preliminary plat using a scale of not less than 1" = 100' and showing:

1. Typical cross sections of streets.
2. Designs and locations of curbs, gutters, sidewalks.
3. Location and size of both on-site and off-site water and sewer mains, drainage facilities, and any other information or material required by the planning and zoning commission.
4. A self-explanatory tabulated numerical listing of lots requiring backwater valves as outlined in Section 13.16.070.

Phasing

Where a subdivider owns or controls more land than he or she wishes to develop immediately, the planning and zoning commission may require that a preliminary plan of the whole area be submitted, in which case the subdivider shall indicate on the preliminary plan the portion to be developed immediately and the portion to be held for future development. Whenever final approval has been obtained on any part of an approved preliminary plan, approval of the remaining part of said preliminary

Town of Springerville Subdivision Checklist

plan shall remain in effect for a period of one year and may be extended for another year by submission of the plan to the planning and zoning commission and obtaining approval from such commission.

Final plat means a map or chart of the land division which has been accurately surveyed and such survey marked on the ground, so that streets, alleys, blocks, lots and other divisions thereof are identified

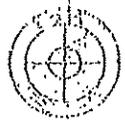
A final plat shall be prepared for all subdivisions. The plat shall consist of a sheet of approved tracing linen or mylar of convenient size. The plat shall be so drawn that the top of the sheet either faces north or west, whichever accommodates the drawings better, using a scale of not less than 1" = 100'.

One permanent, reproducible copy (electronic is acceptable) and three prints of the final plat shall be submitted using a scale of not less than 1" = 100' and showing:

1. Subdivision name and the general location of the subdivision.
2. A north point and scale on the drawing and the date.
3. Accurately drawn boundaries, showing the proper bearings and dimensions of all boundary lines of the subdivision, properly tied to public survey monuments.
4. _____ The names, widths, lengths, bearings and curve data on center lines of proposed public streets, alleys or easements; also the boundaries, bearings and dimensions of all portions within the subdivision, as intended to be dedicated to the use of the public.
5. _____ The lines dimensions, bearings and numbers of all lots.
6. _____ The blocks and parks reserved for any reason within the subdivision.
7. _____ The location of all required monuments.
8. _____ The description and location of all monuments set and established by the county or the United States Government that are adjacent or near the proposed subdivision.
9. _____ Description of land to be included in subdivision.
10. _____ Registered professional engineer or land surveyor's certificate of survey.
11. _____ Owner's dedication.
12. _____ Notary public's acknowledgment.
13. _____ Planning and zoning commission's certificate of approval.
14. _____ The council's certificate of acceptance attested by the clerk.



From the Desk of
Daniel R. Muth PLS, CFedS, GISP



22 April 2021

Town of Springerville
Planning and Zoning Dept.
Tim Rasmussen, Interim-Director

Dear Tim;

The Owner's of Parcels 105-15-017C&D; are wishing to develop the property into a 4-lot, minor subdivision. After review of the Town's subdivision regulations and processes; they have asked to be exempted from the said development standards for the following reasons:

1. The Town does not have water and sewer services available in that portion of Springerville. Therefore, the intention is to establish private services.
2. The existing streets in the area do not meet the town's development standard in as much as Becker lake Road is improved gravel and not asphalt. Access to the Highway is not sought.
3. The access serving the project will be primarily private and maintained as such.
4. Utility easements shall be granted to the town as a part of the access corridor; for the future installation of Town utilities when they become available.
5. A drainage study is not necessary given the size parcels, lack of topographic relief and characteristic of the land. On site retention of storm water is intended and expected.

I hope this serves as an adequate explanation. With regard.

Daniel R. Muth PLS
DMJMPLS PLLC



Daniel R. Muth

P.O. BOX 662, SPRINGVILLE, ARIZONA, 85938
dan.muth@dmjmpls.com
(928) 245-3922

Becker Lake

Becker Lake Rd

Becker Lake Rd

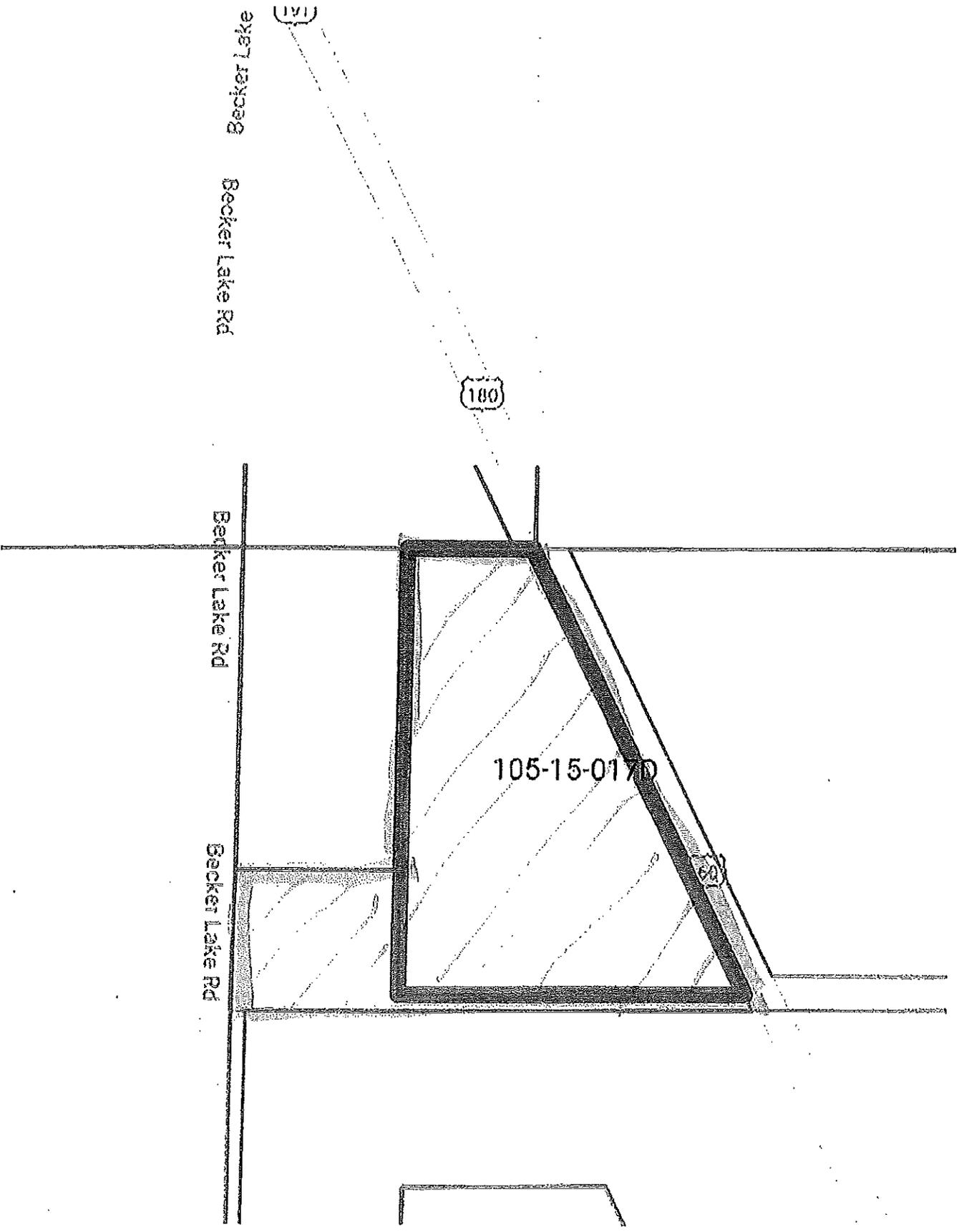
Becker Lake Rd

171

180

105-15-0170

60



**TOWN OF SPRINGERVILLE
MEMORANDUM**

TO: Springerville Town Council
FROM: Heidi Wink, Interim Town Manager
DATE: 08/18/2021
SUBJECT: FIRST READING OF ORDINANCE 2021-003

SUGGESTED MOTIONS:

No suggested motion this is a discussion and possible first reading.

STAFF REPORT

Mayor, please read the Title of the Ordinance out loud. (It's not necessary to read the ordinance in its entirety unless asked to do so). Thank you.

ORDINANCE NO. 2021-003

AN ORDINANCE OF THE TOWN OF SPRINGERVILLE, APACHE COUNTY, ARIZONA AMENDING THE TOWN CODE, TITLE 2, CHAPTER 2.44 FIRE DEPARTMENT SECTION 2.44.010 CREATED COMPOSITION RELATED TO COMPOSITION OF THE DEPARTMENT; 2.44.030 COMPENSATION RELATED TO REMOVING THE ASSISTANT CHIEF AND ADDING A BATTALION CHIEF; 2.44.040 APPOINTMENTS, POWERS, AND DUTIES OF FIRE CHIEF RELATED TO THE APPOINTMENT OF THE FIRE CHIEF, 2.44.050 APPOINTMENTS AND DUTIES OF FIREFIGHTERS RELATED TO SUPERVISION OF THE FIREFIGHTERS, AND PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, AND ESTABLISHING AN EFFECTIVE DATE:

ORDINANCE 2021-003

AN ORDINANCE OF THE TOWN OF SPRINGERVILLE, APACHE COUNTY, ARIZONA AMENDING THE TOWN CODE, TITLE 2, CHAPTER 2.44 FIRE DEPARTMENT SECTION 2.44.010 CREATED COMPOSITION RELATED TO COMPOSITION OF THE DEPARTMENT; 2.44.030 COMPENSATION RELATED TO REMOVING THE ASSISTANT CHIEF AND ADDING A BATTALION CHIEF; 2.44.040 APPOINTMENTS, POWERS, AND DUTIES OF FIRE CHIEF RELATED TO THE APPOINTMENT OF THE FIRE CHIEF, 2.44.050 APPOINTMENTS AND DUTIES OF FIREFIGHTERS RELATED TO SUPERVISION OF THE FIREFIGHTERS, AND PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, AND ESTABLISHING AN EFFECTIVE DATE:

WHEREAS, it is in the best interest of the Town to amend the Town Code, Chapter 2.44 FIRE DEPARTMENT, Sections 2.44.010 Created – Compensation, 2.44.030 Compensation, 2.44.040 Appointment, powers and duties of fire chief, 2.44.050 Appointment and duties of firefighters to reflect updates to the Fire Department;

NOW THEREFORE BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF SPRINGERVILLE, APACHE COUNTY, ARIZONA, AS FOLLOWS:

Section 1: That Chapter 2.44.010 “Created - Composition” is hereby amended by deleting the existing assistant fire chief, and inserting a battalion chief.

Section 2: That Chapter 2.44.030 “Compensation” is hereby amended by deleting the existing assistant fire chief, and inserting battalion chief.

Section 3: That Chapter 2.44.040 “Appointment, powers and duties of fire chief” is hereby amended by deleting common council, and inserting battalion.

Section 4: That Chapter 2.44.040 (H) “Appointment, powers and duties of fire chief” is hereby amended by deleting annual and for previous years, and inserting monthly.

Section 5: That Chapter 2.44.050 “Appointment and duties of firefighters” is hereby amended by deleting deputy and assistant fire, and inserting monthly.

Section 6: That if any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be unlawful, invalid, or unenforceable by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions hereof.

Section 7: This Ordinance shall become effective 30 days after its passage and adoption.

ORDINANCE 2021-003

Section 8: All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of the Code adopted herein by reference, are hereby repealed.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Springerville, Arizona, this _____ day of _____ 2021.

Phil Hanson, Jr., Mayor

ATTEST:

Kelsi Miller, Town Clerk

APPROVED AS TO FORM:

Tosca Henry, Town Attorney
The Tosca Law Firm, PLC

I, KELSI MILLER, TOWN CLERK, DO HEREBY CERTIFY THAT A TRUE AND CORRECT COPY OF THE ORDINANCE NO. _____ ADOPTED BY THE COMMON COUNCIL OF THE TOWN OF SPRINGERVILLE, ARIZONA, ON THE _____ DAY OF _____ 2021, WAS POSTED IN THREE PLACES ON THE _____ DAY OF _____, 2021.

Kelsi Miller, Town Clerk

Chapter 2.44 - FIRE DEPARTMENT

Sections:

2.44.010 - Created—Composition.

There is created a volunteer fire department for the town which shall consist of a fire chief, ~~an assistant fire chief~~ a battalion chief, and as many firefighters as may be deemed necessary from time to time by the town manager.

(Ord. 2004-013 § 1: Ord. 124 § 10 (part), 1998; prior code § 4-2-1)

2.44.020 - Departmental rules and regulations.

The fire department shall be operated and managed in accordance with such departmental rules and regulations as may from time to time be recommended by the fire chief and approved by the town manager.

(Ord. 2004-013 § 2: prior code § 4-2-2)

2.44.030 - Compensation.

The fire chief, ~~assistant fire chief~~ battalion chief and volunteer firefighters shall be compensated as may be determined by the common council.

(Ord. 2004-013 § 3: Ord. 124 § 10 (part), 1998; prior code § 4-2-3)

2.44.040 - Appointment, powers and duties of fire chief.

The fire chief shall be appointed by the ~~common council~~ town manager. It shall be the duty of the fire chief to:

- A. Be accountable to the town manager for the personnel, morale and general efficiency of the fire department;
- B. Direct the operations of the fire department, subject to the rules and regulations thereof;
- C. Be present at all fires, if possible, and plan and direct the extinguishment thereof. During the progress of a fire the authority of the fire chief shall be absolute in all matters directly concerning the extinguishment of the fire and the disposition of property endangered by it;
- D. Conduct suitable drills or instruction in the operation and handling of equipment, first aid and rescue work, salvage, a study of buildings in the town, water supplies, and all other matters generally considered essential to good firemanship and safety of life and property from fire;
- E. Assist the proper authorities in suppressing the crime of arson by investigating or causing to be investigated the cause, origin and circumstances of all fires;
- F. Inspect buildings and premises and serve written notice upon the owner or occupant to abate, within a specified time, any and all fire hazards that may be found. For the purpose of conducting such inspection, the fire chief is empowered to enter any and all buildings and premises within the town at any reasonable hour. Any person served with such written notice shall comply and notify the fire chief of his or her compliance within a reasonable time;

- G. Keep complete records of all fires, inspections, apparatus and equipment, personnel and other information about the work of the department open to common council inspection and furnish to the common council such information upon request;
- H. Make a complete ~~annual~~ monthly report, in writing, to the common council within one month after the close of the fiscal year, and such report shall include the information specified in subsection G of this section, together with comparative data ~~for previous years~~ and recommendations for improving the effectiveness of the department;
- I. Enforce or cause to be enforced all ordinances, laws and regulations of the town and state, insofar as they pertain to fire and safety.

(Ord. 2004-013 § 4: prior code § 4-2-4)

2.44.050 - Appointment and duties of firefighters.

Firefighters shall be appointed at such time and in such manner as the town manager may deem necessary. The firefighters shall be subject to supervision by the fire chief or the ~~assistant or deputy fire~~ battalion chiefs, and shall be accountable to the fire chief.

(Ord. 2004-013 § 5: Ord. 124 § 11, 1998: prior code § 4-2-5)

2.44.060 - Entry upon adjacent property.

It shall be lawful for any firefighter acting under the direction of the fire chief or another officer in command to enter upon the premises adjacent to or in the vicinity of any building or other property that is on fire for the purpose of extinguishing such fire, and no person shall hinder, resist or obstruct any firefighter in the discharge of his or her duty as hereinbefore provided.

(Ord. 2004-013 § 6: Ord. 124 § 10 (part), 1998; prior code § 4-2-6)

2.44.070 - Equipment.

The department shall be equipped with such apparatus and other equipment as may be required from time to time to maintain its efficiency and properly protect life and property from fire. Recommendations concerning apparatus and equipment needed shall be made by the fire chief, and shall be purchased in accordance with the town's purchasing policy. All equipment of the department shall be safely and conveniently housed in such place or places as may be designated by the common council. No person shall use any fire apparatus or equipment for any private purpose, nor shall any person willfully take away or conceal any article used in any way by the department. No person shall enter any place where the fire apparatus is housed or handle any apparatus or equipment belonging to the department unless accompanied by, or having special permission of, an officer or authorized member of the department. No fire apparatus or equipment shall be hired out or permitted to leave the fire station except in response to a call for aid at a fire within the corporate limits of the town, or in response to a call for aid at a fire in an area authorized for fire protection service or mutual aid under provisions of Section 2.44.080.

(Ord. 2004-013 § 7: prior code § 4-2-7)

2.44.080 - Providing fire protection outside the town.

The common council may enter into agreements or contracts to furnish fire protection outside the town or enter into mutual aid agreements, and the fire department is authorized to render fire fighting service pursuant to the terms of such agreements or contracts.

(Ord. 2004-013 § 8: prior code § 4-2-8)

2.44.090 - Acknowledgment of right of way.

Each member of the fire department who drives a private motor vehicle should be issued suitable insignia which may be attached to such motor vehicle. All motorized vehicles of the fire department and all motor vehicles of department members shall have right-of-way over all other traffic when responding to a fire alarm. No unauthorized vehicle shall follow within six hundred (600) feet of any motorized fire department vehicle or apparatus. No person may stop, stand or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with law or the directions of a police officer or traffic-control device within twenty (20) feet of the driveway entrance to any fire station and on the side of a street opposite to the entrance to any fire station within seventy-five (75) feet of the entrance when properly posted, or within fifteen (15) feet of a fire hydrant within the town. No person shall drive any motor vehicle over a fire hose except upon specific orders from the fire chief or a firefighter.

(Ord. 124 § 12, 1998: prior code § 4-2-9)

2.44.100 - Fire alarms.

Suitable arrangements or equipment shall be provided for citizens to turn in an alarm and for notifying all members of the department so that they may promptly respond. It is unlawful for any person knowingly to turn in or cause to be turned in a false alarm.

(Prior code § 4-2-10)

2.44.110 - Orders of fire chief.

It is unlawful for any firefighter or citizen to refuse to obey an order issued by the fire chief pursuant to his or her authority.

(Ord. 124 § 10 (part), 1998; prior code § 4-2-11)

**TOWN OF SPRINGERVILLE
MEMORANDUM**

TO: Springerville Town Council
FROM: Heidi Wink, Interim Town Manager/ Finance Director
DATE: 8/18/2021
SUBJECT: TOURISM TAX FUNDING REQUEST

SUGGESTED MOTIONS:

I move we approve the request from the Heritage Center for a donation of \$508.75 from the Tourism Tax fund to advertise in the Weekend Warrior Hike Book.

OR

I move we do not approve the request or I move we table the item.

STAFF REPORT

Please read the attached documents for the Tourism Tax Committee recommendations and the applications from the entity.

TOWN OF SPRINGERVILLE

TOURISM TAX ADVISORY COMMITTEE MEETING

Monday August 9, 2021
10:00 am

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the Springerville Tourism Tax Advisory and to the general public that the Committee will hold a meeting open to the public in the finance department at Springerville Town Hall, 418 E. Main Street, Springerville, Arizona

The Committee reserves the right to adjourn into Executive Session in accordance with Arizona Revised Statutes Section 38-431.03 (A)(1)(3) and (4) for legal consultation on any of the following agenda items.

1. **CALL TO ORDER.**

2. **PUBLIC PARTICIPATION:** Items presented during the public participation portion of this agenda cannot be acted on at this time by the Committee. Individual committee members may ask questions of the public or ask staff to review the matter, or defend themselves, but are prohibited by State of Arizona Open Meeting Laws from discussing the item among themselves until the item is noticed according to open meeting requirements as an agenda item.

CONSENT ITEMS

3. **REPORTS:**

Approve minutes from last meeting.

Hear a financial report from Heidi Wink, Town of Springerville Finance Director

NEW BUSINESS

4. **REVIEW NEW APPLICATION:** Discussion, review and recommendation to town council regarding application for funds for:

a. Phoenix Magazine "The Hike Book, Vol 2: Weekend Warrior Edition"

6. **ADJOURNMENT:**

Americans with disabilities act (A.D.A.): The Town of Springerville intends to comply with A.D.A. If you are physically challenged or disabled and need special accommodations to participate in this town meeting, please contact the town clerk forty-eight (48) hours prior to the meeting to arrange necessary accommodations.

POSTED BY:

Heidi Wink

Heidi Wink, Finance Director

8/3/21

Date

**TOWN OF SPRINGERVILLE
Tourism Tax Committee
Application for Funds**

Please be as specific as possible when completing this form.

DATE(S) OF EVENT: September 2021 (distribution date)

DATE OF APPLICATION: July 24, 2021

AMOUNT OF FUNDING REQUESTED: \$508.75

DATE FUNDING REQUIRED: August 25, 2021

EVENT:

Name of Event, Group or Promotion: Ad for Phoenix Magazine's "The Hike Book, Vol 2: Weekend Warrior Edition"
 Make Check Payable to: Cities West Media
 Mailing Address: 6310 E. Thomas Rd., Suite 200
Scottsdale, AZ 85251
 Tax Identification Number: 86-0565808
 (Please complete and return attached W-9)

CONTACT INFORMATION:

Name of Contact: Susan Seils, Springerville Heritage Center Director
 Mailing Address: 418 East Main Street
Springerville, AZ 85938
 Telephone Numbers: Regular: 928-333-2656, x230 Cell: _____
 Alternate Contact & Phone Number: _____

All applications must be turned in to the Town of Springerville six weeks before the date of the event.

Application will be reviewed by the Tourism Tax Committee. If approved, the application will be forwarded to the Town Council with a recommendation for funding. A final decision on funding will be made by Council. Council meetings are held the first and third Wednesdays of each month. **YOU MUST BE PRESENT AT COUNCIL MEETING TO BE CONSIDERED FOR FUNDING.** Please contact Town Hall to verify meeting dates 333-2656

RESERVED FOR COMMITTEE/TOWN USE

1. Is this request already considered in the current year town budget? _____
2. Does this request fall into the guidelines of tourism and economic development? _____
3. Is there sufficient money in the fund to cover this request? _____

SPRINGERVILLE TOURISM TAX COMMITTEE	SPRINGERVILLE TOWN COUNCIL
By majority vote, this request has been	By majority vote, this request has been
Approved: <u>X</u>	Approved: _____
Denied: _____	Denied: _____
Amount: <u>508.75</u>	Amount: _____
Date: <u>8-9-21</u>	Date: _____
Chair/Vice-Chairperson: <u>Brenda Crawford</u>	Mayor/Vice-Mayor: _____

PLEASE COMPLETE THE QUESTIONS ON THE NEXT PAGE OF THE APPLICATION

TOWN OF SPRINGERVILLE
Tourism Tax Committee
Application for Funds
Page 2

Please attach any available flyers, posters, etc.

1. Is the total amount needed being requested from the Town of Springerville? Yes No
If the answer to question #1 is no, what percentage of the total cost is the Town being asked to fund?

2. What is the money to be used for?

Purchase a full-page color ad in Phoenix Magazine's "The HIke Book, Vol 2: Weekend Warrior Edition". They have offered us a 50% discount for our ad (regular ad price is \$1,000 – our cost will be \$500 + 1.5% tax = \$508.75). The book will have featured "hubs" and our ad will be placed in the White Mountains section of the book. Copies will be printed and distributed beginning September 2021 via subscription promotions, on local newsstands and retailers, via online sales and at special events.

Our ad will promote the Casa Malpais Archaeological site, the Heritage Center, and the Town of Springerville in general.

3. How will the residents of Springerville benefit from this event?

Advertisements help promote tourism in the Springerville area, which in turn can benefit local businesses such as hotels, stores, restaurants, museums, gas stations, attendance at special events, etc.

4. What economic benefit will be gained by the Town of Springerville?

Increased tourism results in increased sales and sales tax within local Springerville businesses.

5. What other efforts have been utilized to raise funds for this event?

6. Estimated number of people attending per day?

Thousands of issues of the magazine will be distributed at locations in the greater Phoenix area, along with website and social media.

7. Special Requirements (Liquor, Security, Set-up, etc)?

8. Insurance Requirements? None Other

If other, please explain

9. Will any monies be raised concessions, advertising, dances, meals, etc? Yes No

If yes, please describe and list estimated revenues.

10. If this is an existing event please provide a history of the event including attendance, financial, any other pertinent information.

11. What will the profits from the event be used for (scholarships, event promotions, etc.)?

Susan Seils

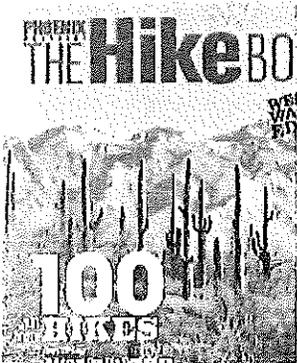
From: Molly Johnson <mjohnson@citieswestpub.com>
Sent: Wednesday, July 7, 2021 2:03 PM
To: Susan Seils
Subject: Upcoming Opportunities with PHOENIX magazine

Hi Susan

Hope you're doing well! I wanted to reach out with some opportunities I don't want you to miss.

PHOENIX magazine The Hike Book - Based on popular demand after our first printing sold out, we're printing a small run of additional copies.

- Cover price this time will be \$24.95; retail discount rate: \$12.50 each.
- **Would you like to be retail distributor for this edition?** Expected delivery is September 30. Let me know how many you'd like me to save for you, and I'll get them delivered as soon as they arrive.



PHOENIX magazine The Hike Book, Vol 2: Weekend Warrior Edition - Due to the popularity of the first edition, we're expanding the product line for The Hike Book with a 'Weekend Warrior Edition' dubbed Volume 2. The idea is to serve as a complete guide to various 'hubs' in AZ for hiking excursions including where to stay, eat, play, shop and of course, hike.

- Featured 'Hubs' will be: Flagstaff, Mogollon Rim, Payson, Metro Phoenix, Prescott, Tucson, Verde Valley, White Mountains
- The book will be distributed via subscription promotions, on local newsstands and retailers, via online sales and at our events.
- Format for this issue will be similar in size to the original hike book but will be more similar in construction to PHOENIX magazine's City Guide annual edition. Magazine format, smaller size.
- **Would you like to be retail distributor for this edition?** Expected delivery is September 30. Let me know how many you'd like me to save for you, and I'll get them delivered as soon as they arrive.
- Cover price for this edition will be \$19.95; retail discount rate: \$10 each.
- **Would you be interested in advertising in the book?** Full page ads are just \$1,000. *\$500 + tax*

Springerville
Arizona



GATEWAY TO THE WHITE MOUNTAINS

Over 30 Trails within 30 minutes of Springerville, Arizona

Springerville's trails provide four seasons of year-round opportunity for hiking, jogging, horseback riding, UTV exploration, wildlife viewing, fishing, camping, cross-country skiing, snowshoeing, snowmobiling and more. Plan a visit to Springerville for your next holiday, summer getaway, business venture, or relaxation destination!

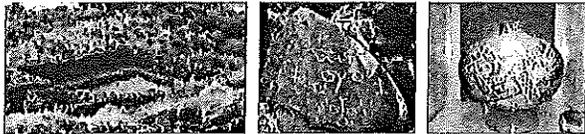
www.SpringervilleAZ.gov



Get your FREE copy of Hiking Trails magazine in various locations around the White Mountains!

CASA MALPAIS ARCHAEOLOGICAL PARK & MUSEUM

National Historic Landmark • Solar Calendar • Great Kiva
• Ancient Staircase • Petroglyphs



Museum Hours: Tuesday through Saturday
8 AM – 4 PM (year-round)
Free Museum Admission!

Guided Tours: Tuesday through Saturday
March through November (weather permitting)

9 AM & 1 PM | Arrive 30 minutes early for video
\$10 adults | \$8 seniors 60+ | \$5 youth under 18/3

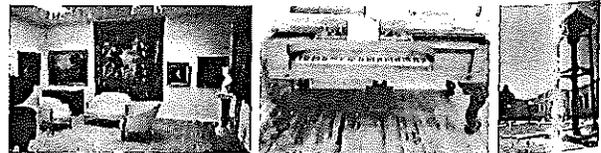
410 adults + 1000s
Good walking/hiking shoes recommended (no open-toe shoes)
Bring water, hat, sunscreen, etc. Allow 2 - 2.5 hours for tour.

www.CasaMalpais.org | 928-333-5375

SPRINGERVILLE HERITAGE CENTER

Houses local history museum
rooms and exhibits including:

- Casa Malpais Museum • Renee Cushman Museum
- Becker Family History Museum • Burk Family History Museum
- Volcanic Exhibit • Art Gallery of Local Artists
- Theater Room featuring local area video • Gift Shop



Museum Hours: Tuesday through Saturday
8 AM – 4 PM (year-round)
Free Admission!

928-333-2656, ext. 230

418 E. Main Street | Springerville, Arizona

Town of Springerville
Tourism Minutes
August 9, 2021
10:00 am

Tourism Committee Present: Diane Phillips, Heidi Wink, Susan Seils and Brenda Crawford

Brenda Crawford called meeting to order at 10:00 am

1. Susan made a motion to approve the minutes from the May 5, 2021 meeting as presented, Brenda seconded. Unanimous vote to approve.

2. The Hike Book, Vol 2 : Weekend Warrior Edition

Susan shared last years (The Hike Book) with the board. Susan also explained that it was so popular last year that Phoenix Magazine sold all 20,000 books. Brenda noticed that the book contained a lot of information about the white mountains and its trails.

Susan explained that the Heritage Center will be selling the new books and will make a 40% profit off of them. Phoenix Magazine has also given the town a 50% discount on the ad. Diane motioned to approve the funding for the Weekend Warrior Edition, Heidi seconded. Unanimous vote to approve.

3. Heidi made a motion to adjourn meeting, Diane seconded, unanimous vote to adjourn.

Meeting adjourned 10:15 am

TOWN OF SPRINGERVILLE

TOURISM TAX TRANSACTIONS FY20-21

DATE	VENDOR	EXPENSE	REVENUE	COMMENTS
07/01/20	<i>Beginning Cash Balance</i>		<i>47,137.78</i>	<i>Beginning cash balance</i>
07/30/20	White Mountain Historical Society	500.00		Rib Burn
07/30/20	Springerville-Eagar Chamber	3,000.00		Donation
07/30/20	July 2020 Tourism Tax		1,961.44	Tax Collected
08/26/20	White Mountain Historical Society	500.00		Rib Burn
08/26/20	Springerville-Eagar Chamber	1,000.00		Donation
08/31/21	August 2020 Tourism Tax		1,551.80	Tax Collected
09/23/20	Springerville-Eagar Chamber	1,000.00		Donation
09/30/21	September 2020 Tourism Tax		1,453.99	Tax Collected
10/31/21	October 2020 Tourism Tax		1,750.39	Tax Collected
11/30/20	November 2020 Tourism Tax		2,081.04	Tax Collected
12/31/20	December 2020 Tourism Tax		1,441.60	Tax Collected
01/30/21	January 2021 Tourism Tax		619.43	Tax Collected
02/28/21	February 2021 Tourism Tax		161.60	Tax Collected
03/31/21	Chrome in the Dome	500.00		Donation
03/31/21	March 2021 Tourism Tax		1,029.22	Tax Collected
04/30/21	April 2021 Tourism Tax		1,980.67	Tax Collected
05/31/21	May 2021 Tourism Tax		321.31	Tax Collected
06/02/21	UTV Off Road Promotions	500.00		Donation
06/02/21	Better World BBQ LLC	500.00		Donation
06/30/21	June 2021 Tourism Tax		356.68	Tax Collected
		\$ 7,500.00	\$ 61,846.95	
	Cash Balance		\$ 54,346.95	

**TOWN OF SPRINGERVILLE
MEMORANDUM**

TO: Springerville Town Council
FROM: Heidi Wink, Interim Town Manager/ Finance Director
DATE: 8/18/2021
SUBJECT: Notice of Intent – Fee Schedule

SUGGESTED MOTIONS:

I motion to accept the Notice of Intent regarding the fee schedule as presented and hold a public hearing October 20, 2021.

OR I motion to table this item

OR I motion to not accept the Notice of Intent.

STAFF REPORT

At the June Regular Council meeting staff was directed to acquire the event trailer for purposes of renting to the community. Staff is proposing the rental fee and deposit to offset expenses.

Staff feels it would be in the best interest of the Town to increase the fees associated with the Casa Tours to help offset increases in expenses associated with providing the Casa Tours.

**TOWN OF SPRINGERVILLE
NOTICE OF INTENTION**

NOTICE IS HEREBY GIVEN, pursuant to Arizona Revised Statutes Section 9-499.15 that the Springerville Town Council will consider adopting by resolution, changes to the fee schedule that will affect fees related to event rental services and increasing rates for Casa Malpais Tours. A full copy of the proposed changes is available for review during business hours at the Town Clerk's Office, 418 E. Main Street, Springerville, Arizona 85938.

A PUBLIC HEARING on this topic will be held on October 20, 2021 at 6:00 p.m. in the Council Chambers at 418 E. Main Street. The public is encouraged to attend the hearing and express their opinions.

TOWN OF SPRINGERVILLE

Fee Schedule January 1, 2021

ADMINISTRATION

PARKS		CASA MALPAIS	
Ramada rental (all parks)	25.00	Tour for adult (13-59)	12.00 10.00
Ramada cleaning deposit (refundable)	50.00	Tour for senior (60 and over)	10.00 8.00
Rooms/Facilities (per day)	100.00	Tour for child (4-12)	5.00
Rooms/Facilities cleaning deposit (refundable)	50.00	Tour (0-3)	Free
Event Trailer Deposit (New Fee)	200.00	Family rate (parents & 2 children under 18)	25.00
Event Trailer Daily Fee (New Fee)	25.00	Additional child (4-12) Family fee child	3.00
<i>No charge for government, non-profits community groups, service clubs, ect.</i>		School tours (per head)	3.00
		Other group tours (per head-8 minimum)	5.00
CEMETERY		MISC	
Opening of graves	300.00	Copies per page	0.50
Closing of graves	250.00	Certified copies (plus cost of copies)	7.50
Infant grave opening	150.00	Recordations (standard doc first 5 pages)	12.00
Infant grave closing	150.00	Each additional page	0.50
Cremation opening	150.00	Commercial records request (plus copy cost)	25.00
Cremation grave closing	150.00	Fax transmission (per page)	2.00
Stacked graves (first interment)	100.00	Computer disk	10.00
Weekend/After hours opening/closing	100.00	Computer CD, or DVD	15.00
Grave purchase in advance	300.00	Audio or vidoe cassette recording	15.00
Disinterment (not a town service)		Document imaging (per page)	2.00
		<i>Maps, etc., actual cost per recorders fees</i>	





**TOWN OF SPRINGERVILLE
MEMORANDUM**

TO: Springerville Town Council
FROM: Kelsi Miller, Town Clerk
DATE: 8/18/2021
SUBJECT: Notice of Claim Reeds Lodge

SUGGESTED MOTIONS:

a. I motion to enter into executive session pursuant to ARS § 38-431.03(A3)(A4).

b. I motion to accept the claim submitted by Reeds Lodge and authorize the Town Attorney to begin negotiations with Reeds Lodge.

OR I motion to table this item

OR I motion to not accept the claim submitted by Reeds Lodge.

STAFF REPORT

Per Town Code 3.04.020 No claim against the town shall be paid until audited by the council; nor shall any claim be ordered paid, except at a regular monthly council meeting; nor shall any warrants be drawn or issued or delivered, except for salaries or other fixed charges, until the claim for which it is drawn has been audited and allowed by the council.

You may enter into executive session pursuant to A.R.S. § 38-431.03(a)(3)(4)

Discussion or consultation with the Attorney of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding the contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation on a Notice of Claim from Reeds Lodge.

Town of Springerville

418 E.. Main Street, Springerville, AZ 85938

NOTICE OF CLAIM AGAINST THE CITY/TOWN OF

The undersigned submits the following information and makes claim against the

Town of Springerville and/or employee _____

As follows:

1. CLAIMANT INFORMATION

Claimant name: Beeds Lodge

Address: 514 E. Main St.

City: Springerville State AZ Zip Code 85928

Phone # Home 928-333-4323 Work/Cell 602-999-6430

Date of Birth: _____

2. OCCURRENCE OR EVENTS GIVING RISE TO THE CLAIM

Date of Occurrence 03/25/2021 Time App. 2:43 pm

Location of Occurrence UNITS - 21 & 23

Provide the specifics of the occurrence, event, act or omission that you claim caused your injury or damage.

THE TOILETS IN BOTH UNITS OVERFLOWED AND SPREAD TO THE
bed room area of both units.

Describe how or why you believe the City/Town or employee was at fault

Remodeling was just completed and units not rented yet
as we were installing furniture. I contacted the town of
Springerville and was told they were working on the
sewer line beside the units. It was obvious the work
performed cause the over flow from the toilet & bathtub
due to no fault of our own.

Town of Springerville

418 E. Main Street, Springerville, AZ 85938

If this was a vehicle accident, state what road or highway the accident occurred on

N/A

Your vehicle license number N/A

Year N/A Make N/A Model _____

The license of the City/Town vehicle N/A

Name of the City/Town driver N/A

Was a police report filed? Yes No I Don't Know

Police agency involved N/A

3. DESCRIPTION OF PROPERTY DAMAGE AND INJURIES

Describe the property that was damaged

Rooms 21 and 23 Flooring repair & cleaning
2x 257 sq FT @ 3.50 install \$1,799.00 clean-up demo *

Dollar amount for which you would settle your property damage claim: \$4,374.00

Describe the personal injuries suffered

N/A

Dollar amount for which you would settle your personal injury claim \$ N/A
(Attach receipts, or other documentation of the amounts claimed. Attach medical reports where available).

Total amount for which you would settle all property damage and personal injury claims relating to this incident: \$ 4,374.00

*
maintenance — $3 \times 8 \times \$114 = 672.00$
Housekeeping — $3 \times 8 \times \$12.15 = 583.00$
Lost Revenue — 6 days @ \$110.00 = \$1,320.00









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