



**NOTICE OF PUBLIC HEARING AND
REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF MAMMOTH
THURSDAY, JANUARY 20, 2021
7:00 P.M.**

Pursuant to A.R.S. § 38-431.02(B), notice is hereby given to the members of the Town Council and to the general public that the Town Council will hold the Regular Town Council Meeting which is open to the public on Thursday, January 20, 2021 at the Mammoth Community Center located at 101 W. 5th Street, Mammoth, Arizona. The Town Council may hold an Executive Session, A.R.S. § 38-431.03(A)(3) and (4) for legal advice, which will not be open to the public, to discuss any Agenda items set forth below.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
 - A. Possible consideration to excuse Councilmember(s) from Meeting pursuant to Mammoth Town Code 2.04.3
4. CALL TO THE PUBLIC
Pursuant to A.R.S. 38-341 (H)

A public body may make an open call to the public during a public meeting, subject to a three minute limitation to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

5. CONSENT AGENDA

ALL ITEMS SET FORTH BELOW ARE CONSIDERED TO BE ROUTINE MATTERS AND WILL BE ENACTED BY ONE (1) MOTION AND ONE (1) ROLL CALL VOTE OF THE TOWN COUNCIL. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS UNLESS A COUNCILMEMBER SO REQUESTS, IN WHICH EVENT THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED IN ITS NORMAL SEQUENCE OF EVENTS.

Handicapped individuals with special accessibility needs may contact the ADA Coordinator for the Town of Mammoth at (520) 487-2331 (V/TDD)

- A. **Approval of Staff Recommendations and Reports**
(MAY BE SEEN ON LINE AS AN ATTACHMENT TO THIS AGENDA)
 - 1. **Town Manager Report**
 - 2. **Town Clerk/Treasurer Report**
 - 3. **Police Report**
 - 4. **Public Works Report**
 - 5. **Library Report**
 - 6. **Planning and Zoning Report**

- B. **Approval of Accounts Payable for Payment and Filing**
 - 1. **Accounts Payable for December**

- C. **Approval of Meeting Minutes**
 - 1. **Regular Meeting of December 16, 2021**
 - 2. **Special Meeting of December 29, 2021**

Motion is: Approve Consent Agenda

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

6. SPECIAL BUSINESS

- A. **Interview Candidates for Vacant Council Position/Consideration and Action to Fill the Vacant Council Position**

Possible Executive Session:

ARS § 38-431.03(A)(1), (3), (4) and (7) for legal advice and to discuss above item.

Entered Executive Session at _____ duration _____.

Motion: 1st _____ 2nd _____

Return to Regular Session at _____

Motion is to: Appoint Mr./Mrs. "Citizen" to the Vacant Position on the Mammoth Town Council to be Sworn-In and Serve from January 20, 2022 until the November 2022 Election.

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

7. OLD BUSINESS

- A. Requesting Reconsideration of Vote on item 9-B on December 16, 2021 Agenda**

Motion is: Approve Request to Reconsider Vote on Item 9-B on December 16, 2021 Agenda.

**Motion: 1st _____ 2nd _____
Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken**

- B. Consideration and Possible Action to Approve Appoint New Commissioners**

Motion is: Approve Appoint New Commissioners

**Motion: 1st _____ 2nd _____
Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken**

- C. Discussion and Possible Action to Revise Mammoth Fire Department Protocol**

Motion is: Approve Revisions to Mammoth Fire Department Protocol

**Motion: 1st _____ 2nd _____
Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken**

8. NEW BUSINESS

- A. Discussion and Possible Approval to Reappoint Joe Arnold Estrada as Magistrate for the Town of Mammoth**

Motion is: Approve the Reappointment of Arnold Estrada as Magistrate for the Town of Mammoth

**Motion: 1st _____ 2nd _____
Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken**

- B. Discussion and Approval of Emergency Purchase of Pump for Chlorinator for Well 5 in the Amount of \$6,942.35**

Motion is: Approve Emergency Purchase of Pump for Chlorinator for Well 5 in the Amount of \$6,942.35

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

C. Discussion and Possible Approval of Request a Letter of Support from the Town Indicating the Importance of Broadband and Internet Services in the Community

Motion is: Approve Request for a Letter of Support from the Town Indicating the Importance of Broadband and Internet Services in the Community

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

D. Discussion and Possible Approval to Contract for Building Plan Review and Building Inspection Services

Motion is: Approve to Contract for Building Plan Review and Building Inspection Services

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

E. Discussion of TextMyGov Communication Proposal

Discussion Only

F. Discussion of New Cemetery Site and Discussion on Current Cemetery Status and Need to Find New Site and New Rules

Discussion Only

G. Discussion of Possible Concerns with Dual Office and Conflict of Interest

Discussion Only

H. Discussion and Possible Approval of Creating a Sign In/Out Log for Council Members Wishing to Speak with Town Manger/Town Clerk to Include Names, Time In/Out and Subject Matter Discussed to Include In-person and Phone Calls

Executive Session:

ARS § 38-431.03(A)(1), (3), (4) and (7) for legal advice and to discuss above item.

Motion is: Approve Creating a Sign In/Out Log for Council Members Wishing to Speak with Town Manger/Town Clerk to Include Names,

Time In/Out and Subject Matter Discussed to Include In-person and Phone Calls

9. **MAYOR AND COUNCIL COMMENTS**

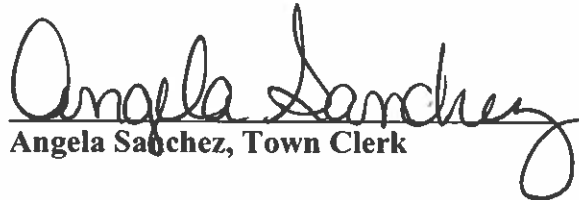
10. **ADJOURN**

Motion is to adjourn this meeting at ___ PM

Motion: 1st ___ 2nd ___

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

The undersigned hereby certifies that a copy of this notice was posted at the Mammoth Town Hall on January 14, 2021 by 5:00 p.m.


Angela Sanchez, Town Clerk

Copies of the agenda are available for public inspection at the Mammoth Town Hall and the Mammoth Public Library. Persons with disabilities needing accommodations should contact the Mammoth Town Hall coordinator at (520) 487-2331. If possible, such requests should be made 72 hours in advance.

Town Clerks Report

January 14, 2022

FY21 Budget and Year End Audit

FY21 Audit complete and final budget report is available for council to review.

Water Overcharge Credits

We are on our 6th month of applying water credits due to overcharges from 2014 – 2016. We began with a total of \$60,540 for current customers and \$15,751 for former customers. To date we have applied a total of \$57,764.95 towards customers water service and have a balance of \$2,775.05 remaining to apply.

Police Officers Quarters/New Evidence Locker

The police department is in the process of preparing the evidence to be moved. They need to move the cage from the old to the new site. We estimate the new evidence locker will be operational by the end of January. We will begin cleaning and renovating the officers' quarters February 1.

Congressional Direct Spending Funding

We received an update for Senator Kelly's office January 13th. The funding for our two new patrol vehicles is contingent on the approval of the federal budget. The deadline for the final adopted budget is February 18, 2022. It should take approximately 60 days to receive funding as a result we can expect funding in April 2022.

Sustainability Program

The first round of checks was delivered to seven businesses on Dec. 8, 2021 for a total of \$48,535.69.

Mammoth Police Department Report to Town Council for December 2021

Greetings Mayor Armenta, Vice Mayor Bustamonte, and respected members of Mammoth Town Council, the Mammoth Police Department did not have any critical incidents to report during the month of December.

Mammoth Police Department assisted 3 local families with gifts for the holidays through donations from officers, citizens, and assistance from the W. Steven Martin 911 Toy Drive. Thanks to everyone's generous contributions we were able to provide gifts for 10 children and money to assist their parents with holiday meals or expenses of their choosing.

I was recently contacted by the Pinal County Law Enforcement Association in regards to local agency leaders being invited to discuss strategies for re-opening the Central Arizona Regional Law Officer's Training Academy at Central Arizona College. This may be an opportunity which would allow Mammoth to recruit and train officers locally. Which I will look into and see if it is reasonable for Mammoth to explore as an option. I will provide more information as it becomes available to me. This concludes my report to the Mammoth Town Council for December 2021.

Respectfully,

A handwritten signature in black ink, appearing to read "Hank Mueller", written in a cursive style.

Chief Hank Mueller, Mammoth Police Department

**MAMMOTH POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT
December 2021**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Total Complaints	69	71	71	101	89	97	90	51	87	79	63	96	964
Adult Arrests	2	2	3	3	0	2	1	1	3	2	1	3	23
Juvenile Arrests	1	0	0	0	0	0	0	0	0	0	0	0	1
Traffic Citations	4	4	5	5	3	4	7	2	4	3	2	5	48
Traffic Written Warnings	0	1	0	2	1	0	1	0	0	0	0	2	7
Traffic Verbal Warnings	12	4	12	11	2	8	9	3	2	7	12	8	90
Loose Dogs Citations	0	0	0	0	0	0	0	0	0	0	0	0	0

COMPLAINT BREAKDOWN

	Dec 2021	Year to Date		Dec 2021	Year to Date
Abandoned Vehicle		1	Livestock(cattle) comp		3
Accidents (961,962,963)	3	12	Loud Music Complaint		15
Alarm Drop	1	6	Minor Consumption		0
Alcohol Related		0	Missing Person		4
Ambulance Req (MED)	18	220	Motorist Assist		5
Animal Calls	3	29	Murder		2
Arrests	3	23	Neighbor Dispute	1	8
Arson		1	Noise Complaint		0
Assaults		5	Order of Protection		1
Agency Assists	6	43	Probation Violation		0
Attempt to Locate	7	61	Property Found/Lost		5
ATV Complaints		0	Special Detail/PW	2	6
Bond out	2	3	School Truancy		0
Burglary		8	Search Warrants		0
Child Abuse/Injury		0	Sex Offense	1	0
Citizen/Public Assist	11	143	Shoplifting		1
Civil Standby		13	Speeding Vehicle		0
Complaints	3	12	SUS Activity/people		62
Criminal Damage	1	10	Theft	2	21
Criminal Trespass		4	Threats & Intimidation	1	2
Deaths		8	Traffic Enforcement	12	122
Disturbance	3	30	Vandalism		1
Disobey Court Order		5	Warrant Arrest	2	11
Disorderly Conduct		1	Welfare Check	5	26
Domestic Violence	3	20	DRUNK		0
Drug Related Incident		0	911 Hang up calls		16
DUI		0	911 Open line		6
False Reporting to Law		0	Reckless Driving		2
Fingerprints		0	Fraud	1	5
Fire	3	20	Animal Control	6	20
Fire Weapon		0	Snake Removal		10
Follow Up	1	7	Officer Information		2
Harassment	1	12	MFD TOTAL CALLS	21	226
House Watch/ExtraPatrol	1	29			
Juvenile Complaints	2	7			

TOWN OF MAMMOTH

PUBLIC WORKS MONTHLY REPORT

This is the Public Works Monthly Report for the month of January, 2022. This report is a culmination of all activities within the Town of Mammoth Public Works Department for the past 30 days. All information provided in this report is current and to the best of the knowledge of the Public Works supervisor.

Department Accomplishments:

Completed the repair of the sink hole on Owens and installed new curbs.
Completed sidewalk at Owens and Arthur
Highway lights repaired and back in operation (installed contactor and photo cells)
4 Employees received booster shots

Water Updates:

12/18 (Sat) water leak at Michoacan's
12/28 Pressure Tank #1 Down, Not Enough Air Pressure
1/4 There were concern with the fire hydrant in Little Hollywood (Hydrant was tested on 12/23 and 1/4 and was fine

Sewer Updates:

No sewer issues

Cemetery Updates:

Funerals

Roadway Updates/Concerns:

Patched roads on Tiger, Riverside, San Manuel and Owens

Equipment Issues/Updates:

Waiting on parts for Gannon and all other equipment is in operation

Staffing Issues:

After February I will be going on 3 years, I would like to see if the Council would consider a two dollar raise for myself.

Department Needs:

Water truck

Upcoming Projects:

Water Project for North side of town.

Information provided by: *Bill Hernandez*

Date: 1/12/22



Mammoth Public Library



January 2022 Library Report

Good Evening Council

A half year has concluded and we have only begun to gain our patrons back.

Statistical Information

July thru September we were open for outdoor service which was minimal. Most of our work was in sending our materials to outside libraries.

October thru December was open to patrons Adults began coming in October and Children in November. As of the end of December we showed 324 visiting patrons. This was for the 3 months ending December. Not bad for being physically closed for all those months (around 18 months total).

Our circulation has remained steady and Our Monthly Average over the 6 months are as follows
225 Check Ins and 561 Check Outs, Wi-Fi 290 connections and Computers 33 connections per month average.

We have added 946 new items to our library and registered 15 New Patrons.

We have only had one program and that was our Santa at the Library. We donated \$200.00 to the Police Department to assist them with needy families as we knew our venue would be small. We were looking for about 30 and we had 21 children come in and get a picture with Santa and a gift bag. Also we would like to thank the Lions Club for their donation of 27 Christmas stockings with all sorts of snack goodies. After the long closure we consider this a pretty good showing for this event.

We are looking at the Spring, around Easter time, for our next event. Hopefully this pandemic will be kind to us and go away so that we can have the big events we had before this all started.

Thank you and have a Wonderful Month

Sharon Christiansen



Town of Mammoth and Zoning Commission

Planning

Good Evening Council,

This report is for January 2022

We at Planning and Zoning are in Crisis Mode. We have no board at this time. Ms. Lee has resigned do to not having enough time with work and family to fulfill her obligations to this board. Ms. Landauer is having medical issues and will not be able to continue at this time. I could not reach the Ms. Flowers who had expressed interest in the position. That leaves only me.

The procedure currently is anything I have as far as needing to pass Planning and Zoning must go through me. Then it is sent to our Town Clerk to check for any errors or further research by Planning and Zoning. If all is good, it is then passed onto the Council for final determination and/or Approval.

We are currently revising and updating or Land Codes to insure that everything is up to date with the Town and Times. Some of these codes have not been visited in quite a while. I should have these ready for your Feb. meeting to review for discussion and possible approval at a future meeting.

Thank you

Sharon Christiansen

Report Criteria:

Detail report
Invoices with totals above \$0 included
Paid and unpaid invoices included

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
222								
222	AZ. DEPT. OF ENVIRMNTL QUA	0000352567X	ANNUAL REGSTRATION FEE	12/22/2021	2,500.00	2,500.00	12/28/2021	
Total 222:					2,500.00	2,500.00		
490								
490	AMERICAN OUTDOOR POWER	171555	CARBURETOR, PICKUP BODY,	12/28/2021	113.65	113.65	12/28/2021	
Total 490:					113.65	113.65		
582								
582	SEDILLOS, JIMMY	13	rePLACE 2 HYDROLIC HOSES	12/20/2021	200.00	200.00	12/20/2021	
582	SEDILLOS, JIMMY	14	REPAIR HYDROLIC LEAK ON B	12/20/2021	320.00	320.00	12/20/2021	
582	SEDILLOS, JIMMY	15	TAKE HYDROLIC CYLINDER TO	12/20/2021	80.00	80.00	12/20/2021	
582	SEDILLOS, JIMMY	15		12/20/2021	47.00	47.00	12/20/2021	
582	SEDILLOS, JIMMY	16	INSPECT & GREAE EQUIPTMEN	12/20/2021	560.00	560.00	12/20/2021	
582	SEDILLOS, JIMMY	17	GREASE & INSPECT BACKHOE	12/20/2021	360.00	360.00	12/20/2021	
582	SEDILLOS, JIMMY	17		12/20/2021	400.00	400.00	12/20/2021	
Total 582:					1,967.00	1,967.00		
1200								
1200	AT &T	287235901871	MAINT. CONTRACT	01/13/2022	111.34	.00		
1200	AT &T	287235901871	MAINT. CONTRACT	01/13/2022	55.66	.00		
1200	AT &T	287235901871	MAINT. CONTRACT	01/13/2022	55.67	.00		
Total 1200:					222.67	.00		
1212								
1212	SCOTT MERRIMAN INCORPOR	068340	TRAFFIC CITATIONS	12/20/2021	815.00	815.00	12/20/2021	
Total 1212:					815.00	815.00		
1900								
1900	CASELLE	113364	SOFTWARE/PAYROLL DD	12/28/2021	2,410.00	2,410.00	12/28/2021	
Total 1900:					2,410.00	2,410.00		
4760								
4760	INTERSTATE SYSTEMS	62109	splashtop remote	12/22/2021	15.95	15.95	12/28/2021	
4760	INTERSTATE SYSTEMS	62139	COMPUTER MAINTENANCE	12/22/2021	60.00	60.00	12/28/2021	
4760	INTERSTATE SYSTEMS	62275	COMPUTER MAINTENANCE PD	12/22/2021	15.93	15.93	12/28/2021	
4760	INTERSTATE SYSTEMS	62412	MONTHLY REMOTE MAINTENA	01/04/2022	60.00	60.00	01/04/2022	
4760	INTERSTATE SYSTEMS	62554	ANTIVIRUS	01/04/2022	76.54	76.54	01/04/2022	
Total 4760:					228.42	228.42		
5215								
5215	LESLIE'S	00556-02-0474		12/30/2021	421.35	421.35	01/04/2022	
5215	LESLIE'S	00556-02-0476	POOL CHEMICALS	11/13/2021	421.35	421.35	01/04/2022	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 5215:					842.70	842.70		
5560								
5560	MAMMOTH TOWING	13475	Tire change	09/30/2021	45.00	45.00	01/04/2022	
5560	MAMMOTH TOWING	2651	gas cap	11/15/2021	15.56	15.56	01/04/2022	
5560	MAMMOTH TOWING	2652	Bulb	11/16/2021	12.51	12.51	01/04/2022	
5560	MAMMOTH TOWING	2672	vacuum hose	12/08/2021	2.26	2.26	01/04/2022	
5560	MAMMOTH TOWING	9/30/21	AUTO PARTS/GAS	09/17/2021	118.24	118.24	01/04/2022	
Total 5560:					193.57	193.57		
5580								
5580	MAMMOTH LUMBER	648105	SUPPLIES/LUMBER/FITTINGS	01/04/2022	74.26	74.26	01/04/2022	
5580	MAMMOTH LUMBER	648105	SUPPLIES/LUMBER/FITTINGS	01/04/2022	36.02	36.02	01/04/2022	
5580	MAMMOTH LUMBER	648105	SUPPLIES/LUMBER/FITTINGS	01/04/2022	53.15	53.15	01/04/2022	
5580	MAMMOTH LUMBER	648105	SUPPLIES/LUMBER/FITTINGS	01/04/2022	167.78	167.78	01/04/2022	
Total 5580:					331.21	331.21		
8200								
8200	SOUTHWEST GAS	910001450280	910001450280	01/13/2022	26.65	.00		
8200	SOUTHWEST GAS	910001450280	910001450280	01/13/2022	26.65	.00		
8200	SOUTHWEST GAS	910001450280	910001450280	01/13/2022	26.64	.00		
8200	SOUTHWEST GAS	910001450312	910001450312	01/13/2022	47.69	.00		
8200	SOUTHWEST GAS	910002538719	910002538719	01/13/2022	33.49	.00		
8200	SOUTHWEST GAS	910002538766	910002538766	01/13/2022	11.16	.00		
8200	SOUTHWEST GAS	910002538766	910002538766	01/13/2022	11.16	.00		
8200	SOUTHWEST GAS	910002538766	910002538766	01/13/2022	11.17	.00		
Total 8200:					194.61	.00		
9140								
9140	TOWN OF MAMMOTH	1/20/22-38900	389001	01/04/2022	90.71	90.71	01/04/2022	
9140	TOWN OF MAMMOTH	1/20/22-41800	41800	01/01/2022	22.14	22.14	01/04/2022	
9140	TOWN OF MAMMOTH	1/20/22-60100	60100	01/01/2022	22.14	22.14	01/04/2022	
9140	TOWN OF MAMMOTH	1/20/22-7900	7900	01/01/2022	207.05	207.05	01/04/2022	
9140	TOWN OF MAMMOTH	1/20/22-7903	7903	01/01/2022	90.23	90.23	01/04/2022	
9140	TOWN OF MAMMOTH	1/20/22-96400	96400	01/04/2022	66.42	66.42	01/04/2022	
9140	TOWN OF MAMMOTH	1/20/22-96511	96511	01/01/2022	64.31	64.31	01/04/2022	
9140	TOWN OF MAMMOTH	1/20/22-96511	96511	01/01/2022	64.31	64.31	01/04/2022	
9140	TOWN OF MAMMOTH	1/20/22-96511	96511	01/01/2022	64.32	64.32	01/04/2022	
9140	TOWN OF MAMMOTH	60400-1/20/22	60400	01/11/2022	48.28	.00		
Total 9140:					739.91	691.63		
9760								
9760	USA BLUE BOOK	807245	GLOVES	12/22/2021	297.91	297.91	12/28/2021	
9760	USA BLUE BOOK	817417	FACE VISOR, SAFETY GLASSE	12/29/2021	203.56	203.56	01/04/2022	
Total 9760:					501.47	501.47		
9940								
9940	WASTE MANAGEMENT	8256181-1575-	WASTEMANGEMENT TOWN PIC	12/29/2021	6,634.30	6,634.30	01/04/2022	
Total 9940:					6,634.30	6,634.30		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10262								
10262	XEROX FINANCIAL SERVICES	2972636	ADMIN COPIER	12/29/2021	301.07	301.07	01/04/2022	
10262	XEROX FINANCIAL SERVICES	IN3503428	ADMIN COPIER	01/04/2022	253.67	.00		
Total 10262:					554.74	301.07		
11049015								
11049	COOPER & RUETER, LLP	81070	GENERAL COUNSEL	01/13/2022	3,070.00	.00		
Total 11049015:					3,070.00	.00		
11049066								
11049	RODRIGUEZ, PABLO	INV0003	pool maintenance	12/29/2021	500.00	500.00	01/04/2022	
Total 11049066:					500.00	500.00		
11049210								
11049	O'REILLY AUTOMOTIVE, INC.	5553466776	BAring	10/26/2021	65.86	65.86	01/04/2022	
11049	O'REILLY AUTOMOTIVE, INC.	5553466779	hydraulic fluid	01/04/2022	181.40	181.40	01/04/2022	
11049	O'REILLY AUTOMOTIVE, INC.	5553468596	wd40	01/04/2022	54.05	54.05	01/04/2022	
11049	O'REILLY AUTOMOTIVE, INC.	5553469462	oil	11/09/2021	46.66	46.66	01/04/2022	
Total 11049210:					347.97	347.97		
11049279								
11049	WELLS FARGO	12/3/21-1/3/21	usps	12/03/2021	4.30	4.30	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	DOLLAR GENERAL	12/03/2021	21.68	21.68	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	SANDERSON FORD	12/03/2021	38.82	38.82	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	asap pump	12/03/2021	845.75	845.75	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	merles auto	12/03/2021	70.59	70.59	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	sams club	12/03/2021	110.56	110.56	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	zoom	12/03/2021	14.99	14.99	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	Walmart	12/03/2021	608.00	608.00	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	bashas	12/03/2021	636.21	636.21	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	auto wash express	12/03/2021	9.00	9.00	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	Www file99	12/03/2021	49.99	49.99	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	AMzn	12/03/2021	33.14	33.14	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	AMzm	12/03/2021	118.20	118.20	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	DOLLAR GENERAL	12/03/2021	21.68	21.68	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	AMAZON PRIME	12/03/2021	14.44	14.44	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	paypal roses	12/03/2021	149.94	149.94	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	late charge	12/03/2021	77.39	77.39	01/04/2022	
11049	WELLS FARGO	12/3/21-1/3/21	Gordon electric supply	12/03/2021	240.81	240.81	01/04/2022	
Total 11049279:					3,065.49	3,065.49		
11049320								
11049	ACCOUNTS RECEIVABLE	2117635	DRINKING WATER	12/22/2021	532.05	532.05	12/28/2021	
Total 11049320:					532.05	532.05		
11049329								
11049	LOOMIS	12925183	ARMORED CAR SERVICE /FEE	12/20/2021	165.28	165.28	12/20/2021	
Total 11049329:					165.28	165.28		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11049456								
11049	SMITH, JUAN	1/4/22	BOOTS	01/10/2022	100.00	.00		
Total 11049456					100.00	.00		
11049458								
11049	SCHEMPF, JOHN	12/16/21	batteries	12/20/2021	14.40	14.40	12/20/2021	
Total 11049458					14.40	14.40		
11049462								
11049	FRISBY, RUFFO	12/23/21	WORK BOOTS	12/28/2021	100.00	100.00	12/28/2021	
Total 11049462					100.00	100.00		
11049483								
11049	ARIZONA'S BEST CHOICE	89028	EXTERMINATION	12/20/2021	20.00	20.00	12/20/2021	
11049	ARIZONA'S BEST CHOICE	89028	EXTERMINATION	12/20/2021	20.00	20.00	12/20/2021	
11049	ARIZONA'S BEST CHOICE	89028	EXTERMINATION	12/20/2021	20.00	20.00	12/20/2021	
11049	ARIZONA'S BEST CHOICE	89028	EXTERMINATION	12/20/2021	20.00	20.00	12/20/2021	
Total 11049483					80.00	80.00		
11049492								
11049	REDBURN TIRE-TUCSON	12/7/21 WO#9	TIRES	12/28/2021	3,037.49	3,037.49	12/28/2021	
Total 11049492					3,037.49	3,037.49		
11049511								
11049	BOWMAN CONSULTING LTD	PROJECT#050	MAMMOTH WATER SYSTEM IM	12/28/2021	175,000.00	175,000.00	12/28/2021	
Total 11049511					175,000.00	175,000.00		
11049525								
11049	GALLEGO, ANA MARIA	263281	TERMINATED ACCOUNT	12/28/2021	26.05	26.05	12/28/2021	
Total 11049525					26.05	26.05		
Grand Totals					204,287.98	200,398.75		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Dated	_____	_____	_____	_____	_____	_____	_____	_____
Mayor	_____	_____	_____	_____	_____	_____	_____	_____
City Council	_____	_____	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____	_____	_____
City Recorder	_____	_____	_____	_____	_____	_____	_____	_____
City Treasurer	_____	_____	_____	_____	_____	_____	_____	_____

Report Criteria:
Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included

Analyzed Business Checking - PF

Account number: 1458546908 ■ December 1, 2021 - December 31, 2021 ■ Page 1 of 5

WELLS
FARGO

TOWN OF MAMMOTH
GENERAL FUNDS
125 N CLARK ST
MAMMOTH AZ 85618-0000

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: [wellsfargo.com](https://www.wellsfargo.com)

Write: Wells Fargo Bank, N.A. (038)
P.O. Box 6995
Portland, OR 97228-6995

Account summary

Analyzed Business Checking - PF

Account number	Beginning balance	Total credits	Total debits	Ending balance
[REDACTED]	\$906,795.07	\$335,215.05	-\$401,075.69	\$840,934.43

Credits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	12/01	951.70	Cash Only Customer Deposit
	12/01	109.41	Cash Only Customer Deposit
	12/01	1,477.27	12/01Bankcard Deposit -0483205938
	12/01	50,044.66	Desktop Check Deposit
	12/02	448.11	12/02Bankcard Deposit -0483205938
	12/02	103.00	State of Arizona AZ_Erapay 211201 203616 Rmr*IV*820014**103.00\Ref*Mya Reyes*109 E Owens P
	12/02	75.00	State of Arizona AZ_Erapay 211201 215278 Rmr*IV*5210846**75.00\Ref*Timothy Gulledge*628 N
	12/02	60.00	State of Arizona AZ_Lihwap 211201 240267 Rmr*IV*14405**60.00\Ref*Richard Lopez*406 S Vine
	12/03	383.04	12/03Bankcard Deposit -0483205938
	12/03	827.31	Desktop Check Deposit
	12/06	2,338.74	12/06Bankcard Deposit -0483205938
	12/06	2,045.60	Desktop Check Deposit
	12/06	14,253.32	Arizona State Tr Corp Pmt D1151870 Rmr*IV*City Sales Tax\
	12/06	35.54	Arizona State Tr Corp Pmt D1151776 Rmr*IV*City Sales Tax\
	12/07	1,075.41	12/07Bankcard Deposit -0483205938
	12/07	1,742.42	Desktop Check Deposit
	12/08	436.50	Cash Only Customer Deposit
	12/08	294.00	Cash Only Customer Deposit
	12/08	145.25	Cash Only Customer Deposit
	12/08	40.00	Cash Only Customer Deposit
	12/08	924.75	12/08Bankcard Deposit -0483205938
	12/08	100.00	Cash Vault Deposit

Electronic deposits/bank credits (continued)

<i>Effective date</i>	<i>Posted date</i>	<i>Amount</i>	<i>Transaction detail</i>
12/08		2,112.34	Desktop Check Deposit
12/08		11,212.71	Arizona State Tr Corp Pmt D1151990 Rmr*IV*Highway User Rev. Fund\
12/09		518.05	12/09Bankcard Deposit -0483205938
12/09		644.81	Desktop Check Deposit
12/09		7,336.71	Arizona State Tr Corp Pmt D1152216 Rmr*IV*State Sales Tax\
12/09		173.89	Arizona State Tr Corp Pmt D1152115 Rmr*IV*City Sales Tax\
12/10		1,561.31	12/10Bankcard Deposit -0483205938
12/10		3,931.78	Desktop Check Deposit
12/10		16,485.43	Arizona State Tr Corp Pmt D1151554 Rmr*IV*Urban Revenue Sharing\
12/13		927.88	12/13Bankcard Deposit -0483205938
12/13		131,702.45	Desktop Check Deposit
12/13		4,691.53	Arizona State Tr Corp Pmt D1152461 Rmr*IV*Vehicle License Tax\
12/13		2,033.04	Arizona State Tr Corp Pmt D1152596 Rmr*IV*City Sales Tax\
12/14		1,121.63	12/14Bankcard Deposit -0483205938
12/14		872.01	Desktop Check Deposit
12/15		1,127.25	Cash Only Customer Deposit
12/15		554.34	Cash Only Customer Deposit
12/15		471.61	Cash Only Customer Deposit
12/15		260.35	Cash Only Customer Deposit
12/15		168.50	Cash Only Customer Deposit
12/15		667.27	12/15Bankcard Deposit -0483205938
12/15		471.63	Desktop Check Deposit
12/16		960.83	12/16Bankcard Deposit -0483205938
12/16		1,584.68	Desktop Check Deposit
12/17		869.42	12/17Bankcard Deposit -0483205938
12/17		1,498.14	Desktop Check Deposit
12/20		1,507.55	12/20Bankcard Deposit -0483205938
12/20		5,788.20	Desktop Check Deposit
12/20		3,753.64	Arizona State Tr Corp Pmt D1153961 Rmr*IV*City Sales Tax\
12/21		1,330.04	12/21Bankcard Deposit -0483205938
12/22		766.81	Cash Only Customer Deposit
12/22		503.65	Cash Only Customer Deposit
12/22		441.00	Cash Only Customer Deposit
12/22		357.00	Cash Only Customer Deposit
12/22		175.51	Cash Only Customer Deposit
12/22		457.11	12/22Bankcard Deposit -0483205938
12/22		314.64	Desktop Check Deposit
12/22		206.12	Desktop Check Deposit
12/22		5,049.98	Arizona State Tr Corp Pmt D1154231 Rmr*IV*Vehicle License Tax\
12/23		446.58	12/23Bankcard Deposit -0483205938
12/23		1,390.32	Desktop Check Deposit
12/24		367.90	12/24Bankcard Deposit -0483205938
12/24		130.00	State of Arizona AZ_Erapay 211224 291311 Rmr*IV*84102**130.00\Ref*Edward Godoy*711 N Main
12/27		8,208.82	Arizona State Tr Corp Pmt D1154451 Rmr*IV*State Sales Tax\
12/28		6,666.27	Arizona State Tr Corp Pmt D1154920 Rmr*IV*City Sales Tax\
12/28		516.73	Arizona State Tr Corp Pmt D1155900 Rmr*IV*Smart & Safe AZ Fund\
12/29		382.05	12/29Bankcard Deposit -0483205938
12/29		19,838.46	Desktop Check Deposit



Electronic deposits/bank credits (continued)

<i>Effective date</i>	<i>Posted date</i>	<i>Amount</i>	<i>Transaction detail</i>
	12/29	584.96	Desktop Check Deposit
	12/30	193.32	12/30Bankcard Deposit -0483205938
	12/30	413.16	Desktop Check Deposit
	12/31	1,241.50	Post Verify Deposit
	12/31	795.00	Post Verify Deposit
	12/31	426.64	Post Verify Deposit
	12/31	296.83	Post Verify Deposit
	12/31	139.01	Post Verify Deposit
	12/31	61.75	Post Verify Deposit
	12/31	25.00	Post Verify Deposit
	12/31	568.88	12/31Bankcard Deposit -0483205938
		\$335,215.05	Total electronic deposits/bank credits
		\$335,215.05	Total credits

Debits

Electronic debits/bank debits

<i>Effective date</i>	<i>Posted date</i>	<i>Amount</i>	<i>Transaction detail</i>
	12/01	6,322.44 <	Business to Business ACH Debit - IRS Usataxpymt 120121 220173535111732 Town of Mammoth
	12/10	106.03	Bankcard Interchange Fee - 0483205938
	12/10	74.17	Bankcard Fee - 0483205938
	12/10	40.58	Bankcard Discount Fee - 0483205938
	12/10	46.22 <	Business to Business ACH Debit - Fdms Fdms Pymt 211210 052-1712236-000 Town of Mammoth
	12/16	6,144.27 <	Business to Business ACH Debit - IRS Usataxpymt 121621 220175024045613 Town of Mammoth
	12/20	3,217.42 <	Business to Business ACH Debit - Wright Express Fleet Debi 211217 9100009494280 Town of Mammoth
	12/20	48.41 <	Business to Business ACH Debit - Fdms Fdms Pymt 211220 052-1386605-000 Town of Mammoth
	12/24	153.55	Deposited Item Retn Unpaid - Paper 211224
	12/30	7,263.50 <	Business to Business ACH Debit - IRS Usataxpymt 123021 220176403916790 Town of Mammoth
		\$23,416.59	Total electronic debits/bank debits

< Business to Business ACH: If this is a business account, this transaction has a return time frame of one business day from post date. This time frame does not apply to consumer accounts.

Checks paid

<i>Number</i>	<i>Amount</i>	<i>Date</i>	<i>Number</i>	<i>Amount</i>	<i>Date</i>	<i>Number</i>	<i>Amount</i>	<i>Date</i>
25742	50.00	12/13	25898	132.11	12/22	25908	368.75	12/03
25875	4,850.51	12/29	25899	3,447.64	12/10	25909	432.07	12/03
25879	94.50	12/02	25900	278.98	12/01	25910	1,071.43	12/02
25886	47.14	12/16	25904	4,113.18	12/07	25911	1,114.84	12/01
25894	5,700.97	12/29	25905	984.72	12/02	25912	1,170.10	12/02
25895	80.00	12/07	25906	1,461.60	12/02	25913	1,323.65	12/02
25896	15,500.00	12/01	25907	625.31	12/09	25914	349.63	12/14

Checks paid (continued)

Number	Amount	Date	Number	Amount	Date	Number	Amount	Date
25915 payroll	1,607.17	12/02	25956	1,239.50	12/16	25999	100.00	12/23
25916	984.72	12/02	25957	562.78	12/16	26001	100.00	12/29
25917	1,045.87	12/02	25958	608.44	12/20	26002	100.00	12/22
25918 payroll	1,200.10	12/03	25959	432.07	12/17	26003	100.00	12/23
25919	1,391.47	12/02	25960	1,175.33	12/16	26004	100.00	12/22
25920	501.69	12/03	25961	1,114.85	12/16	26005	100.00	12/29
25921 payroll	1,765.78	12/02	25962	1,166.21	12/20	26006	100.00	12/24
25922	294.84	12/10	25963	1,103.63	12/17	26007	100.00	12/29
25923 payroll	1,409.51	12/01	25964	1,492.28	12/16	26008	100.00	12/23
25924	828.43	12/06	25965	990.57	12/16	26009	100.00	12/22
25925 payroll	1,023.54	12/03	25966	162.08	12/20	26010	100.00	12/23
25926 payroll	1,960.84	12/02	25967	1,001.42	12/16	26011	100.00	12/24
25927	115.70	12/14	25968	589.89	12/16	26012	100.00	12/27
25928 payroll	1,123.49	12/10	25969	1,044.91	12/16	26013	100.00	12/22
25929 payroll	1,148.35	12/01	25970	631.85	12/17	26014	100.00	12/31
25930 AMTRIP	3,738.54	12/17	25971	1,765.78	12/15	26015	100.00	12/23
25931 AMTRIP	3,359.68	12/17	25972	416.02	12/17	26016	100.00	12/22
25932	403.60	12/17	25973	294.84	12/27	26017	100.00	12/22
25933	240.35	12/14	25974	1,409.51	12/16	26018	100.00	12/23
25934 Cabby + Panel	12,200.00	12/13	25975	632.77	12/15	26019	100.00	12/24
25935	761.03	12/13	25976	1,023.54	12/22	26020	100.00	12/23
25936	450.15	12/14	25978	1,093.09	12/21	26026	100.00	12/30
25937	761.57	12/17	25979	1,401.47	12/16	26029 Redburn	3,037.49	12/30
25938	468.33	12/16	25980	222.96	12/29	26032	984.72	12/31
25939	336.11	12/14	25981	891.00	12/29	26034	597.52	12/31
25940	933.06	12/20	25982	1,896.63	12/24	26037	1,053.75	12/30
25941	347.84	12/16	25983	2,047.50	12/27	26038	1,119.77	12/29
25942	677.00	12/27	25984	3,345.00	12/22	26039 payroll	1,173.99	12/29
25943	500.00	12/10	25985	260.00	12/27	26040	1,639.91	12/31
25944	480.00	12/08	25986	104.90	12/28	26041	1,411.88	12/29
25945	105.46	12/15	25987	313.92	12/31	26042	982.14	12/30
25946	7,930.73	12/15	25988	520.99	12/31	26044	936.19	12/30
25947 La Casta	10,000.00	12/14	25989	770.47	12/20	26045 payroll	1,121.15	12/30
25948 Las Michoacan	10,000.00	12/08	25990	7,416.41	12/24	26046	534.69	12/30
25949	3,296.26	12/10	25991	1,250.00	12/27	26047 payroll	1,765.78	12/29
25950 mammoth towing	10,000.00	12/20	25993	80.00	12/28	26048	958.33	12/30
25951 manar cafe	4,711.59	12/10	25994	165.28	12/30	26050 payroll	1,409.51	12/29
25952 Sheer Expression	10,000.00	12/22	25995	14.40	12/23	26051	697.99	12/30
25953	527.84	12/13	25996	815.00	12/27	26053 payroll	1,960.84	12/31
25954 payroll	1,067.15	12/21	25997	1,967.00	12/28	26056 payroll	1,624.55	12/29
25955 payroll	1,019.69	12/16	25998	100.00	12/24	26057 Bowman	175,000.00	12/29
			\$377,659.10	Total checks paid				

* Cap in check sequence.

\$401,075.69 Total debits

Daily ledger balance summary

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
11/30	906,795.07	12/10	954,753.27	12/22	1,034,857.81
12/01	933,603.99	12/13	1,090,569.30	12/23	1,035,980.31
12/02	919,428.25	12/14	1,081,071.00	12/24	1,026,611.62
12/03	917,112.45	12/15	1,074,357.21	12/27	1,029,376.10
12/06	934,957.22	12/16	1,056,852.94	12/28	1,034,407.20
12/07	933,581.87	12/17	1,048,373.54	12/29	859,741.75
12/08	938,367.42	12/20	1,042,516.84	12/30	843,497.72
12/09	946,415.57	12/21	1,041,686.64	12/31	840,934.43
Average daily ledger balance		\$984,282.45			



**TOWN OF MAMMOTH
MINUTES OF A REGULAR MEETING
OF THE MAMMOTH TOWN COUNCIL
December 16, 2021**

**Minutes of a Regular Meeting of the Mammoth Town Council
On December 16, 2021, pursuant to the notice required by Law.**

Due to the COVID-19 Virus and our efforts to slow the spread, and to keep all members and attendees safe in this time of crisis. We require that all those in attendance are adhering to Social Distancing Measures.

- 1. CALL TO ORDER – This meeting was called to order at 6:40 PM Mayor Armenta**
- 2. PLEDGE OF ALLEGIANCE-**
- 3. ROLL CALL**

PRESENT MEMBERS

Mayor Armenta
Vice Mayor Bustamante
Councilwoman Martinez
Councilman Brewer
Councilman Ponce

PRESENT STAFF

Attorney S Cooper
Town Manager J. Schempf
Town Clerk A. Sanchez

ABSENT MEMBERS

Councilman Adams
Councilman Martinez

- 4. CALL TO THE PUBLIC-** No request to speak.
- 5. Open Public Hearing at 6:41 PM.**

Discussion and receive input from the public regarding identifying housing and community development needs, strategies, and barriers to those needs for the Community Development Block Grant (CDBG) Program for Fiscal Year 2022

Presentation by Heather Patel from Pinal County

Heather Patel explained the purpose of the CDBG and HUD programs and reviewed the various programs that have been funded throughout Pinal County. There are four towns/cities that participate, Maricopa, Florence, Eloy and Mammoth. She asked for public input and suggestions for FY22 projects for the Town of Mammoth. The town clerk asked about a buster pump for tank. Councilwoman Martinez suggested sidewalks. Vice Mayor Bustamante asked about a bus stop, and he was directed to ADOT. Councilwoman Martinez asked about an overpass, but it was too expensive so it would not be considered. However, a flashing light might be possible. Councilman Ponce asked about cemetery improvements which was not within the scope of the program. Councilman Brewer asked about a catch basin for drainage along Hwy 77 to address the flooding. Town clerk asked about housing rehab, and she was directed to the Pinal County Housing Rehab

Handicapped individuals with special accessibility needs may contact the ADA Coordinator for the Town of Mammoth at (520) 487-2331 (V/TDD)

program. The town manager asked about help with tearing down houses which are a public nuisance can CDBG be used. Ms. Patel stated yes that would be covered through the program. The town manager explained that this could really help the town with it clean up efforts and would help raise property values. Council was in agreement. Ms. Patel stated that she would take the suggestions back and make recommendations. She also stated the fund amount would be based on need.

Close Public Hearing at 7:00PM.

6. FY 21 Audit Findings Presentation by Scott Graff of Coby & Powell, PLC.

Scott Graff of Colby & Powell, presented via Zoom the finds for the FY 21 Audit report and findings. He explained the types of reports that are included and that at the end is the auditors report which explains weaknesses to be improved. These are the cemetery lot sales should be recording the lots in Caselle rather than on a spreadsheet. The town clerk has already started working towards this process change. The next was a need for accounting policies and procedures which is already in draft form. The next is HURF fund balance owed and the importance of not using those funds for the general fund. The last item was the TPT reports in 2018 were not submitted to the State of Arizona. The town clerk is already working to get these completed.

Councilwoman Martinez asked if the TPT reports was on previous audits. He stated that it has been an issue for the last few years. The town clerk explained that she has been working on this issue and that she has an audit scheduled for the end of January.

Mr. Graff explained that the General Fund ended the year with a positive fund balance for the first time in five years. He stated that the town has erased a deficit from 2016 to present in the general fund. He also stated that the utility funds have been performing at a loss over the last few years, but they are getting better. He stated that the HURF balance has been reduced in FY 21 from \$878,00 to \$490,00 currently.

Mr. Graff also explained that the amount the town owed to PSPRS has been reduced to \$719,889 from \$1.1 million. This is due to underfunded liability from the past. We were paying 85% of the officer's salaries to reduce the debt which has now gone down.

7. Presentation for Helicopter Service Contract by Louise Sandoval of PHI Cares.

Louse Sandoval from PHI Cares spoke to the council regarding air vac services. She explained that air vac transport is very expensive even if you have insurance. It is a mobile intensive care unit. She stated she is offering a membership to the town for air vac services for the residents of the Town of Mammoth. If the town chose to enroll in this membership, it would be based on the 508 households at \$7 per household for a total of \$3,556 per year under a group rate. This would guarantee the service for all residents of Mammoth. Everyone would be provided a membership card to show they are covered. Councilman Ponce asked about procedures. Chief Mueller stated that it could be a matter of making it a standard operating procedure with our dispatch. Councilwoman Martinez asked if you are covered anywhere. Ms. Sandoval stated that as long as the resident is in Pinal County they would be covered. Councilwoman Martinez asked if this will be on the next agenda. The town clerk stated that we could get a contract ready for January. The town manager stated that we have COVID money which could fund the membership.

8. CONSENT AGENDA

ALL ITEMS SET FORTH BELOW ARE CONSIDERED TO BE ROUTINE MATTERS AND WILL BE ENACTED BY ONE (1) MOTION AND ONE (1) ROLL CALL VOTE OF THE TOWN COUNCIL. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS UNLESS A COUNCILMEMBER SO REQUESTS, IN WHICH EVENT THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED IN ITS NORMAL SEQUENCE OF EVENTS.

Motion to approve the consent agenda including staff report, accounts payable and the minutes with the exception of the Town Managers and Police report.

Motion by Councilwoman Martinez

Seconded Vice Mayor Bustamante

Motion Passed Vote: 4-0 Councilman Ponce did not vote.

John Schempf, Town Manager explained about the delays with completing the hole on Owens and that it would be complete by Jan. 10th. He explained that the census data has been determined to be a loss of state shared revenues of \$170,000 per year. We lost 26% of our population. He also explained that due to COVID the hospitals are at 96% capacity. He explained that the mask ordinance will be handed out to every business. He stated that there is an issue with the sewer ponds that it is not algae it is duck weed and it is best to be treated in the spring to ensure that we get it all.

Motion to approve the Town Mangers report.

Motion by Councilwoman Martinez

Seconded Vice Mayor Bustamante

Motion Passed Vote: 5-0

Chief Mueller gave his police report. He stated that he hired a new officer Janice Power who has experience as a Sargent and field officer. He stated that he is also in the process of hiring another officer and working with a potential reserve officer. Also, we have the National Guard helping out in dispatch and is being trained. He explained that he has concerned about the evidence logs from the past. Maybe the National Guard might be able to help with that as well. He is working on updating policies. Also working on holiday assistance to help families for toys or food for local families.

Motion to approve the Police report.

Motion by Councilwoman Martinez

Seconded Mayor Armenta

Motion Passed Vote: 5-0

9. OLD BUSINESS

A. Discussion and Possible Action to Approve Final Revisions to the Mammoth Town Council Policies and Code of Ethics

The town clerk reviewed the changes that were requested in the work session. There were a few items that need to be discussed due to differences in opinion. The council also added language to include penalties for violations to the policy as provided by legal counsel. The council decided that the boards, commissions and appointments will be reviewed annually. The council decided to allow a waiver for nonresidents to serve on the Planning & Zoning Board if approved by the council. The town clerk will provide a revised copy to the council.

Motion to approve final revisions to the Council Policies and Code of Ethics

Motion by Councilwoman Martinez

Seconded Vice Mayor Bustamante

B. Consideration and Possible Action to Approve Appoint New Commissioners

Motion is to do away with commissioners

Motion by Councilwoman Martinez

Seconded by Mayor Armenta

Roll Call Vote: 5-0

Councilwoman Martinez YES

Councilman Martinez NO

Councilman Brewer NO

Vice Mayor Bustamante NO

Councilman Ponce NO

Mayor Armenta YES

Motion Defeated VOTE: 2-4

Motion is to keep all commissioners the same with the exception of moving Councilman Ponce to the Public Works Dept and Vice Mayor Bustamante to Parks and Recs.

Motion by Councilwoman Martinez

Seconded by Mayor Armenta

Councilwoman Martinez YES

Councilman Martinez NO

Councilman Brewer NO

Vice Mayor Bustamante YES

Councilman Ponce YES

Mayor Armenta YES

Motion Passed VOTE: 3-2

C. Consideration and possible Approval of Resolution Declaring Park Ordinance a Public Record and Consideration and possible approval of Ordinance No. 21-08 Town of Mammoth Park Ordinance

Motion is to approve Resolution Declaring Park Ordinance a Public Record and approve of Ordinance No. 21-08 Town of Mammoth Park Ordinance

Motion by Councilwoman Martinez

Seconded by Mayor Armenta

Councilwoman Martinez YES

Councilman Martinez YES

Councilman Brewer NO

Vice Mayor Bustamante YES

Councilman Ponce YES

Mayor Armenta YES

Motion Passed VOTE: 4-1

10. NEW BUSINESS

A. Discussion and Possible Action to Approve Request to Post the Council Agendas at the Post Office

The agendas will be posted on the bulletin board and the town clerk agreed.

Motion is to post agendas on the bulletin board at the post office.

Motion by Councilwoman Martinez

Seconded by Councilman Brewer

Motion Passed Vote: 5-0

B. Discussion and Possible Approval to Sign Intergovernmental Transportation Funding Agreement Between the Pinal Regional Transportation Authority and the Town of Mammoth for Design and Construction of Improvement in Connection with a Local Roadway Element

Motion is to approve to sign IGA.

Motion by Councilwoman Martinez

Seconded by Vice Mayor Bustamante

Motion Passed Vote: 5-0

C. Discussion Regarding Calls to Mammoth Police Department and the Necessity to have a Formal Report on all Calls - Discussion Only

Councilman Brewer explained that he has concerns that he made a complaint to the police department and no report was made. He stated that there should be a report on all calls. The mayor stated that she did not agree. The town clerk explained that the person could not be cited because there was no evidence. She stated that there are many calls that do not warrant a report. Chief Mueller stated that every call is documented on the dispatch call log so there is a record. Many matters do not fall under the jurisdiction of the police, so a report is not generated.

D. Discussion on the Possibility of a Site for Electric Car, Propane, C.N.G. Vehicle Charging Station within the Town - Discussion Only

Vice Mayor Bustamante stated that he is interested in the town possibly putting in a charging station for electric cars, propane and CNG vehicles. He stated that it is necessary for the future.

E. Discussion and Possible Approval to Move Recycling Site on Main Street to Alternate Site

Councilman Brewer stated that the recycling site of Main Street because it is an eye sore. The town manager explained that staff has found an alternate site in the gravel pit which is enclosed by a fence and will make future clean up events easier.

Motion is to approve moving the recycling site

Motion by Councilwoman Martinez

Seconded by Councilman Brewer

Motion Passed Vote: 4-0

F. Discussion and Approval of Resolution # 2021-10 Ordering a Ballot Proposition to be Included in the Primary Elections to be Held on August 2, 2022, at Which Election There Shall be Submitted to the Voters of the Town of Mammoth the Question as to Whether or Not the Office of the Mayor of Mammoth be Decided and Elected by the Voters

The town clerk explained that this resolution is necessary according to the election department to ensure that this item is on the ballot in August.

Motion is to approve Resolution # 2021-10

Motion by Councilwoman Martinez

Seconded by Vice Mayor Bustamante

Motion Passed Vote: 4-0

G. Discussion and Approval to Contract for Dispatch Services with:

- a. Pinal County Sheriff's Office or**
- b. Town of Kearny**
- c. Severance Pay for Dispatch Staff of 80 Hrs.**

Councilwoman Martinez explained that the Pinal County option is cheaper according to the cost analysis. The town clerk explained that over ten years, the annual difference is \$18,000 and over ten years \$187,000 of Kearny with PCSO. She also explained that providing severance pay when dissolving a department is an industry practice, because they do not have the opportunity for rehire in that position. Councilwoman Martinez asked about the possibility of the town covering the \$2,000 difference for the fire department dispatch with Kearny, would that have to be a separate agenda item. Steve Cooper, legal counsel stated that he is the attorney for the Town of Kearny, so he does not get involved in the negotiation. We can not give money to the fire department because they are a separate entity, but we could possibly make a case for public safety for benefit to town.

Councilman Ponce stated that the town charged PCSO \$1 for 100 years for a piece of land for their antenna so he feels PCSO should provide the service for free. Chief Mueller stated that he feels PCSO's system is the most current and Kearny has the same outdated system as we do. So, in the near future they will have to update their systems like we are now. Pinal has an equipment upgrade system to help us with needed upgrades. Also, Kearny is not in compliance with Nibers, and we do not want to go into noncompliance. Councilwoman Martinez stated that the fire department is a separate entity so we can not make decisions for the fire department, only the town. Given our current financial deficit we are facing PCSO is the cheaper option. Councilman Brewer stated that he feels we should go with Kearny because he does not feel Pinal County does a good job of covering our town now. Chief Mueller states that being on with PCSO will reduce response times because those calls go straight to our officers, so we will have back up on the way. The mayor stated that she has concerns about PCSO officers' response times. Chief Mueller stated that we will not be depending on Pinal County for officers only dispatch as we will have 24-hour coverage with our new officer. Mayor Armenta asked about PCSO and why they would not dispatch for fire and ems. The town clerk explained that they are not certified to take fire and ems calls so those have to go to other area agencies. They only handle police calls. Councilwoman Martinez raised the issue of a conflict of interest for Councilman Ponce as he is the president of the fire district. Steve Cooper, legal counsel stated that there is no conflict of interest because he is not financially compensated.

Councilwoman Martinez raised the issue of Council Policy 3.5.1, regarding prohibiting council members from using their position to influence government decisions in which they have an organizational responsibility that would present a conflict of interest. As the president of the fire district, he has an organization responsibility to do what is in the best interest of the fire department. Steve Cooper, legal counsel stated that he would need a request in writing to provide a legal decision on the matter. He stated that this is a policy decision.

Motion is to go with PCSO for dispatch services and give the dispatchers 80 hours of severance pay
Motion by Councilwoman Martinez **Seconded by Mayor Armenta**
Motion Passed Vote:

Councilman Brewer made a motion to go with Kearny. The town clerk explained that Kearny is \$20,000 per year more. We are going to save money with PCSO. Councilman Brewer withdrew his motion.

Motion revised to contract with PCSO for dispatch services
Motion by Councilwoman Martinez **Seconded by Mayor Armenta**
Motion Passed Vote: 3-2

11. Mayor and Council Comments

Councilwoman Martinez thanked the town staff for the handling of her father's services and for the flowers. Also Jan. 4th is the first neighborhood watch meeting at the community center at 6:30 PM and Jan. 15 at Las Michoacan's is first Coffee with a Cop 9-10 AM.

Vice Mayor Bustamante stated that we are in for hard time with the census numbers, and we need to bring more people into our town to prepare for the future. We have to make decisions that is in the best interest of the town even if it is unpopular. The numbers speak for themselves.

Councilman Brewer stated that we need to develop the property we own on the highway so it can be more attractive to new businesses. Mayor Armenta agreed.

Mayor Armenta stated that P&Z need to make people clean up the areas be. Also Sat. at 11AM there will be Wreaths Across America for the veterans.

12. Adjourn


Motion is to adjourn meeting at 9:52 PM

Motion by: Councilwoman Martinez

Motion Passed Vote 5-0

Second by: Vice Mayor Bustamante

I certify that the preceding is a true and correct copy of the Town of Mammoth Council Meeting held December 16, 2021. I further certify that the meeting was duly called and held.


Angela Sanchez, Town Clerk



**TOWN OF MAMMOTH
MINUTES OF A SPECIAL PHONE MEETING
OF THE MAMMOTH TOWN COUNCIL
December 29, 2021**

**Minutes of a Special Phone Meeting of the Mammoth Town Council
On December 29, 2021 pursuant to the notice required by Law.**

Due to the COVID-19 Virus and our efforts to slow the spread, and to keep all members and attendees safe in this time of crisis. We require that all those in attendance are adhering to Social Distancing Measures.

- 1. CALL TO ORDER – This meeting was called to order at 10:03 AM by Mayor Armenta**
- 2. PLEDGE OF ALLEGIANCE J. Schempf**
- 3. ROLL CALL**

PRESENT MEMBERS

Mayor Armenta
Vice Mayor Bustamante
Councilwoman Martinez
Councilman Martinez
Councilman Brewer
Councilman Ponce

PRESENT STAFF

Attorney S. Cooper
Town Manager, J. Schempf
Town Clerk, A. Sanchez

ABSENT MEMBERS

Councilman Adams

All present attended by phone.

4. SPECIAL MEETING AGENDA

A. Possible consideration to excuse Councilmember(s) from Meeting pursuant to Mammoth Town Code 2.04.3

- 1. Discuss and Approve Payment of \$175,000.00 to Bowman Engineering for Water Transmission Design and Planning as part of USDA loan for water transmission infrastructure loan.**

Motion to approve the Approve Payment of \$175,000.00 to Bowman Engineering for Water Transmission Design and Planning as part of USDA loan for water transmission infrastructure loan.

Motion by Councilman Brewer
Motion Passed Vote: 6-0

Seconded by Councilman Martinez

Councilwoman Martinez asked if the loan had been approved and the funds were guaranteed. The town clerk explained that the loan had been approved and the town would be receiving the funds in mid-January 2022.

Mayor Armenta adjourned the special meeting and opened the Meeting of the Town of Mammoth Municipal Property Corporation at 10:09 AM.

Handicapped individuals with special accessibility needs may contact the ADA Coordinator for the Town of Mammoth at (520) 487-2331 (V/TDD)

MEETING OF TOWN OF MAMMOTH MUNICIPAL PROPERTY CORPORATION

4. CALL TO ORDER – This meeting was called to order at 10:03 AM by Mayor Armenta

5. ROLL CALL

PRESENT MEMBERS

Mayor Armenta
Vice Mayor Bustamante
Councilwoman Martinez
Councilman Martinez
Councilman Brewer
Councilman Ponce

PRESENT STAFF

Attorney S. Cooper
Town Manager, J. Schempf
Town Clerk, A. Sanchez

ABSENT MEMBERS

Councilman Adams

All present attended by phone.

1) New Business

- A. Consideration and Possible Ratification of Action of Mammoth Town Council Payment to Bowman Engineering in the amount of \$175,000.00 as part of loan from the Rural Community Assistance Corporation.**

Motion to Ratification of Action of Mammoth Town Council Payment to Bowman Engineering in the amount of \$175,000.00 as part of loan from the Rural Community Assistance Corporation.

Motion by Councilman Brewer

Seconded by Councilman Martinez

Motion Passed Vote: 6-0

6. Adjourn

Motion is to adjourn this meeting at 10:11 AM

Motion to adjourn this meeting at 10:11 AM.

Motion by Councilwoman Martinez

Seconded by Councilman Martinez

Motion Passed Vote: 6-0

I certify that the preceding is a true and correct copy of the Town of Mammoth Council Meeting held December 29, 2021. I further certify that the meeting was duly called and held.


Angela Sanchez, Town Clerk

TOWN OF MAMMOTH

AGENDA ACTION FORM

AGENDA ITEM NO: _____	COUNCIL MEETING DATE: <u>Jan. 20, 2022</u>
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Agenda Action Forms must be submitted to the Town Clerk no later than 10 days prior to Town Council Meeting. Agenda Action Forms are subject to review by Mayor, Town Manager and/or Town Clerk for completion and accuracy.

NAME OF PERSON PROPOSING ITEM: Angela Sanchez / ^{Armenta} Mayor DATE SUBMITTED: Jan. 3, 2022

BRIEF DESCRIPTION/SUMMARY OF THE AGENDA ITEM (AS YOU WOULD LIKE IT TO APPEAR):

Appointment of candidate to replace Councilman Adams.

Appoint candidate to replace Councilman Adams

Motion: _____

FISCAL IMPACT: \$0 (FISCAL IMPACT ON CURRENT BUDGET MUST BE COMPLETED)

TYPE OF ACTION REQUESTED: FORMAL ACTION-MOTION

INFORMATIONAL/DISCUSSION ONLY OTHER

RESOLUTION/ORDINANCE

A Sanchez
Signature of Person Requesting Action

TOWN CLERK'S RECOMMENDATION FOR PLACEMENT ON THE AGENDA: YES NO

RECOMMENDATION: AGENDA AS NEW BUSINESS

Julie Bradley
TOWN MANAGER/Town Clerk

12/21/2021
DATE (Section Completed by Staff)

MAYOR'S APPROVAL FOR PLACEMENT ON THE AGENDA: YES NO

Patsy Armenta
MAYOR

12/21/21
DATE (Section Completed by Staff)



PUBLIC NOTICE COUNCIL VACANCY

NOTICE IS HEREBY GIVEN that the Town Council of the Town of Mammoth is seeking letters of interest for appointment to fill an unscheduled vacancy on the Town Council. The candidate appointed to fill the vacant seat will serve as a Town Council Member until the certification of election results and installation of new officials at the next General Municipal Election to be held on November 8, 2022.

Interested applicants may submit a letter of interest of the Town Clerk located at 125 N. Clark St. Mammoth, AZ 85618. To be considered, completed letter of interest should be returned to the Office of the Town Clerk up to and until **4:00 PM on Friday, January 14, 2022**. Letters of interest submitted or otherwise received after January 14, 2022 at 4:00 PM will not be accepted.

Letters of interest must meet the following baseline requirements in order to be eligible for consideration: (a) must be 18 years of age or older, (b) a resident of the Town of Mammoth and (c) a registered voter of the Town of Mammoth. Eligible applicants must submit and sign the above-reference letter of interest certifying that he/she meets the baseline eligibility requirements referenced above and that he/she is willing to serve in the office for the remainder of the term.

The applicant selection will be voted on and appointed at the next Regular Meeting of the Town Council of the Town of Mammoth on January 20, 2022.

For further information on how to obtain an application, please contact the Town Clerk's Office at (520) 487-2331 during the Town's regular business hours.

Post by: Angela Sanchez, Town Clerk
Town of Mammoth

Handicapped individuals with special accessibility needs may contact the ADA Coordinator for the Town of Mammoth at (520) 487-2331 (V/TDD)

**AFFIDAVIT OF QUALIFICATION
CAMPAIGN FINANCE LAWS
STATEMENT**

FILED

RECEIVED JAN 04 2004 REC'D

For Office Use Only

Name: JOSE DIETZ

You are hereby notified that I, the undersigned, a qualified elector, am a candidate to be appointed to the office of a Councilmember of the Town of Mammoth, Arizona.

General qualifications for municipal officers (ARS §38-201)

Every officer shall:

- Not be less than eighteen (18) years of age
- A citizen of the United States
- A resident of Arizona

Specific qualifications for municipal officers (ARS §9-232)

In addition to the above qualifications, every elected municipal officer shall:

- Be a resident of the municipality
- At the time of election (or appointment), be a resident of the municipality for one year preceding the election (or appointment)

I do solemnly swear (or affirm) that, at the time of the application for the Appointment to the Mammoth Town Council, I am a resident of the Town of Mammoth which I propose to represent, and as to all other qualifications, I will be qualified at the time of the appointment to hold the office that I seek, having fulfilled the constitutional and statutory requirements for holding said office.

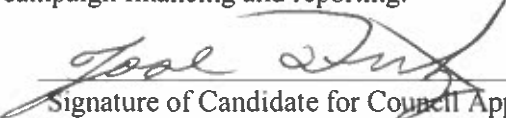
Residence Address:

605 HETZEL DIETZ
(number and street) (city or town) (zip code)

Mailing Address:

Box 731 MAMMOTH 85618
(number and street) (city or town) (zip code)

I have been informed there are laws relating to campaign financing and reporting.


Signature of Candidate for Council Appointment

RECEIVED JAN 04 2008

AA.

MY NAME IS JOSE DIETZ

I'M INTERESTED IN THE COUNCIL SEAT
POSITION I HAVE EXPERIENCE I WAS
MAYOR FOR 4 YEARS I COULD BE A GREAT
HELP TO THE TOWN OF MAMMOTH TY

Jose Dietz

AFFIDAVIT OF QUALIFICATION

RECEIVED
JUN 11 2022

**CAMPAIGN FINANCE LAWS
STATEMENT**

For Office Use Only

Name: Suzanne Irene German

You are hereby notified that I, the undersigned, a qualified elector, am a candidate to be appointed to the office of a Councilmember of the Town of Mammoth, Arizona.

General qualifications for municipal officers (ARS §38-201)

Every officer shall:

- Not be less than eighteen (18) years of age
- A citizen of the United States
- A resident of Arizona

Specific qualifications for municipal officers (ARS §9-232)

In addition to the above qualifications, every elected municipal officer shall:

- Be a resident of the municipality
- At the time of election (or appointment), be a resident of the municipality for one year preceding the election (or appointment)

I do solemnly swear (or affirm) that, at the time of the application for the Appointment to the Mammoth Town Council, I am a resident of the Town of Mammoth which I propose to represent, and as to all other qualifications, I will be qualified at the time of the appointment to hold the office that I seek, having fulfilled the constitutional and statutory requirements for holding said office.

Residence Address: 121 EAST GALIUD ST. Mammoth, AZ 85618
 (number and street) (city or town) (zip code)

Mailing Address: P.O. Box 607 Mammoth, AZ 85618
 (number and street) (city or town) (zip code)

I have been informed there are laws relating to campaign financing and reporting.

Suzanne Irene German
 Signature of Candidate for Council Appointment

RECEIVED
01/11/22

January - 2022

I am submitting my Letter of interest to acquire the vacant seat on the town council.

I have lived in Mammoth for over 60 yrs. I owned and operated a Beauty Salon for more than 10 years.

I feel that I would be an asset in the decisions to improve Mammoth.

Thank You for
Your Consideration,

Suzanne Irene Jensen

AFFIDAVIT OF QUALIFICATION

CAMPAIGN FINANCE LAWS STATEMENT

For Office Use Only

Name: Kathy Colleen (FLOWERS) Bellas

You are hereby notified that I, the undersigned, a qualified elector, am a candidate to be appointed to the office of a Councilmember of the Town of Mammoth, Arizona.

General qualifications for municipal officers (ARS §38-201)

Every officer shall:

- Not be less than eighteen (18) years of age
- A citizen of the United States
- A resident of Arizona

Specific qualifications for municipal officers (ARS §9-232)

In addition to the above qualifications, every elected municipal officer shall:

- Be a resident of the municipality
- At the time of election (or appointment), be a resident of the municipality for one year preceding the election (or appointment)

I do solemnly swear (or affirm) that, at the time of the application for the Appointment to the Mammoth Town Council, I am a resident of the Town of Mammoth which I propose to represent, and as to all other qualifications, I will be qualified at the time of the appointment to hold the office that I seek, having fulfilled the constitutional and statutory requirements for holding said office.

Residence Address:

104 E 1st St. Mammoth, Az. 85618
(number and street) (city or town) (zip code)

Mailing Address:

P.O. 407 Mammoth, Az. 85618
(number and street) (city or town) (zip code)

I have been informed there are laws relating to campaign financing and reporting.

Kathy C. Flowers Bellas
Signature of Candidate for Council Appointment

1 I would like to contribute to our community as it gave me a wonderful childhood! I would like that for my grandchildren & families to have a safe happy environment! I would like to bring 4H as my Grandfather did (Louise Flowers)

2 For my late husband Jeffrey Bellas who loved and helped this community and always tried to make his store for family needs. He donated and sponsored many events.

3 For myself and my family due to wanting to start a business similar to the 77 with my late husband's business plan.

Thank You

757 894 5234

Kathybellas09@gmail.com Kathy C. Flowers

104 1st

Bellas

AGENDA ACTION FORM

12/21/21
Atanina

AGENDA ITEM NO: _____

COUNCIL MEETING DATE: 1-20-22

Agenda Action Forms must be submitted to the Town Clerk no later than 10 days prior to Town Council Meeting. Agenda Action Forms are subject to review by Mayor, Town Manager and/or Town Clerk for completion and accuracy.

NAME OF PERSON PROPOSING ITEM: _____

DATE SUBMITTED: 12-21-21

BRIEF DESCRIPTION/SUMMARY OF THE AGENDA ITEM (AS YOU WOULD LIKE IT TO APPEAR):

Requesting reconsideration of vote on item 9-B on 12-16-21 agenda. I was having a problem with my hearing aid which caused alot of confusion because I couldn't understand the motion.
Motion: Motion to reconsider vote on item 9-B, 12-16-21 agenda

FISCAL IMPACT: NONE (FISCAL IMPACT ON CURRENT BUDGET MUST BE COMPLETED)

TYPE OF ACTION REQUESTED:

FORMAL ACTION-MOTION

INFORMATIONAL/DISCUSSION ONLY

OTHER

RESOLUTION/ORDINANCE

12/21/21
E. Atanina
James White
Signature of Person Requesting Action James White

TOWN CLERK'S RECOMMENDATION FOR PLACEMENT ON THE AGENDA: YES NO

RECOMMENDATION: AGENDA - OLD BUSINESS

Atanina
TOWN MANAGER/Town Clerk

12/21/21
DATE

(Section Completed by Staff)

MAYOR'S APPROVAL FOR PLACEMENT ON THE AGENDA: YES NO

MAYOR

DATE

(Section Completed by Staff)

MAMMOTH FIRE DISTRICT EMERGENCY RESPONSE PROTOCOL

2:30 PM
Wed

AUTHORITY

The Mammoth Fire District was established in the 1950's under the authority of Pinal County Special District in accordance with A.R.S. 48-805. The Mammoth Fire District is a governmental entity and has jurisdiction over the area known as the Mammoth Fire District which encompasses approximately 10 square miles and includes the majority of the incorporated town of Mammoth.

Summary and Purpose

The Mammoth Fire District has served that Mammoth Community for more than 60 years. It has always been and continues to be the mission of the Mammoth Fire District to provide high quality and timely fire/emergency service to the residents of Mammoth. The Mammoth Fire District has had a long history of working hand-in-hand with the Mammoth Police Department to ensure the safety and well-being of the residents of Mammoth. As a result, the Mammoth Fire District entered into an agreement with the Mammoth Police Department for dispatch services. At this time, it has become necessary to establish a protocol to ensure accurate and efficient response by our Fire District and our mutual aid counter parts. This document will provide clarification and direction as to the process of dispatching Emergency Fire Service within the Mammoth Fire District.

Scope of Authority

The Mammoth Fire District highest ranking officer on the scene will have authority at all fire/rescue calls. In the event that the Mammoth Fire District is unable to respond, our mutual aid counterpart's highest-ranking officer on the scene will have authority at all fire/rescue calls. The service area consists of the Mammoth Fire District. See district map in Appendix A.

Procedures

The Mammoth Fire District has established procedures for requesting emergency services. In case of a fire contact the Mammoth Fire Department first and all mutual aid agencies in order listed. Mammoth Fire will notify mutual aid agencies if not needed. If Mammoth Fire has no response or are unable to respond contact mutual aid agencies in order as listed. All of the following agencies are to be contacted in the order provided:

Fire/Rescue/Emergency Calls:

- | | | | | |
|-------------------------------|---|-----------------------------|---|--------------------------------------|
| 1. Mammoth Fire Department | - | Marty Ponce, Fire Chief | - | Radio (if no response)(520) 906-0728 |
| a. Mammoth Fire Backup | - | Daniel Gomez | - | (520) 668-9288 |
| 2. San Manuel Fire Department | - | John Stanford, Fire Chief | - | (520) 385-9231 |
| 3. Oracle Fire Department | - | Robert Jennings, Fire Chief | - | (520) 896-2980 |
| 4. Bureau of Indian Affairs | - | Emergency Line | - | (800) 648-8659 |
| 5. Southwest Gas | - | Emergency Line | - | (877) 860-6020 |

Medical Calls:

- | | | | | |
|-------------------------------|---|---------------------------|---|---------------------------------------|
| 1. Mammoth Fire Department | - | Marty Ponce, Fire Chief | - | (Radio (if no response)(520) 906-0728 |
| a. Mammoth Fire Backup | - | Daniel Gomez | - | (520) 668-9288 |
| 2. San Manuel Fire Department | - | John Stanford, Fire Chief | - | (520) 385-9231 |

The Fire Chief will evaluate the scene and call off mutual aid counter parts not required.
Established by Mammoth Fire District this 27th day of October, 2021.

Mammoth Fire District
PO Box 623
Mammoth, AZ 85618
(520) 487-2050

Marty Ponce, Fire Chief

Radio Logs

January 1, 2022

1335	Telephone call out		PCSO to request units to help him out blocking traffic in the area. / adv. dispatch but call got disconnected,	
1337		Telephone call in	Oracle fire asking if Pinal Rural needs them to come out to assist? / I adv. it's not Pinal Rural it was MFD. / The Oracle Fire Chief then adv. that someone told him MFD couldn't respond so Pinal Rural did. / I adv. no MFD is on scene not Pinal Rural. / They adv. they probably won't come unless there are people in the home. / I adv. San Manuel Fire is enroute now.	
1338	Officer Hunter		Do you know if anyone is in the home? / As of this time that's a neg.	
1341	Telephone call out		PCSO to request deputies	

January 2, 2022

1417	Mammoth Fire Dep		****PAGED****, no response	
1417	Rural/AMR		****PAGED**** enroute	
1418	Telephone call out		Marty off my personal cell, no answer	
1419	Mammoth Fire Dept		****PAGED****, no response	
1420	Telephone call out		Marty, no answer	
1421		Chief	Be adv. you have come across on the PD channel a couple of times are you trying to send something to fire? Yes, I sent it on the Fire Department channel but I don't know why it is coming across on yours? They haven't answered either. / Okay, what do you have right now? / I have 51 y/o female who almost lost consciousness and is having irregular heartbeats at 111 E. Childs and I have ambulance enroute. / Copy, I'll head that way as well.	
1421	Telephone call out		Daniel, no answer	
1422	Telephone call out		San Manuel Fire to see if they will respond to medical / Fire chief adv. no not in Mammoth, Mammoth is not their jurisdiction.	
1423	Telephone call out		Pinal Rural adv. about medical call. / Chief Apodaca adv. that he will send someone out.	
1425		Chief	I believe I'm 97, looking for numbers. And just confirming it's 111, correct? / Yes, it's 111.	
1425		Telephone call out	Chief Apodaca confirming address. / 111 E. Childs St	

Radio Logs

1440		Telephone call out	500 to ask if I was able to get ahold of MFD? / I adv. no but I got ahold of Pinal Rural and they adv. they would be responding. / 500 adv. pinal rural is on scene and has been for awhile but he wanted to know if I paged out MFD and called them? / I adv. yes, I followed the protocol and logged everything.	
1500		Telephone call out	Marty asked if they had a call? / I adv. yes, and adv. I paged them out and followed protocol. / He adv. he was in the shower and nothing was coming in over the radio. He tested radio while on the phone and nothing was coming over. / I did adv. that my page did record on the fire channel.	
1510			500 in 103	

Note:

500 = Chief Mueller

251 = Officer Hunter

MFD = Mammoth Fire Dept

PCSO = Pinal County Sheriff Office

103 = Mammoth Police Department

97 = Arrived At Scene

TOWN OF MAMMOTH

AGENDA ACTION FORM

AGENDA ITEM NO: _____	COUNCIL MEETING DATE: <u>1-20-22</u>
-----------------------	--------------------------------------

Agenda Action Forms must be submitted to the Town Clerk no later than 10 days prior to Town Council Meeting. Agenda Action Forms are subject to review by Mayor, Town Manager and/or Town Clerk for completion and accuracy.

NAME OF PERSON PROPOSING ITEM: J. Schempf/A. Sanchez DATE SUBMITTED: 1-13-22

BRIEF DESCRIPTION/SUMMARY OF THE AGENDA ITEM (AS YOU WOULD LIKE IT TO APPEAR):

Request to revisit fire dist protocol.
Approve
 Motion: Revision to fire district protocol.

FISCAL IMPACT: ∅ (FISCAL IMPACT ON CURRENT BUDGET MUST BE COMPLETED)

TYPE OF ACTION REQUESTED: _____ FORMAL ACTION-MOTION
 _____ INFORMATIONAL/DISCUSSION ONLY _____ OTHER
 _____ RESOLUTION/ORDINANCE

A Sanchez / J. Schempf
 Signature of Person Requesting Action

TOWN CLERK'S RECOMMENDATION FOR PLACEMENT ON THE AGENDA: _____ YES _____ NO

RECOMMENDATION: _____

A Sanchez 1-13-22
 TOWN MANAGER/Town Clerk DATE (Section Completed by Staff)

MAYOR'S APPROVAL FOR PLACEMENT ON THE AGENDA: YES _____ NO

H. Atty Armenta 1-13-22
 MAYOR DATE (Section Completed by Staff)

January 12, 2022

Town of Mammoth Mayor and Council

I, Joe Arnold Estrada Sr. am interested in being reappointed Magistrate for the Town of Mammoth.

I have served as Magistrate for the past 10 years.

Thank You

A handwritten signature in cursive script that reads "Joe Arnold Estrada Sr.".

Joe Arnold Estrada Sr.

TOWN OF MAMMOTH

AGENDA ACTION FORM

AGENDA ITEM NO: _____	COUNCIL MEETING DATE: <u>1-20-22</u>
-----------------------	--------------------------------------

Agenda Action Forms must be submitted to the Town Clerk no later than 10 days prior to Town Council Meeting. Agenda Action Forms are subject to review by Mayor, Town Manager and/or Town Clerk for completion and accuracy.

NAME OF PERSON PROPOSING ITEM: A. Sanchez DATE SUBMITTED: 1-11-22

BRIEF DESCRIPTION/SUMMARY OF THE AGENDA ITEM (AS YOU WOULD LIKE IT TO APPEAR):

Discuss + Approval to reappoint Jose Arnold Estrada for 2 years eff Feb. 22

Motion: Approve appointment.

FISCAL IMPACT: _____ (FISCAL IMPACT ON CURRENT BUDGET MUST BE COMPLETED)

TYPE OF ACTION REQUESTED: FORMAL ACTION-MOTION
 INFORMATIONAL/DISCUSSION ONLY OTHER
 RESOLUTION/ORDINANCE

Signature of Person Requesting Action _____

TOWN CLERK'S RECOMMENDATION FOR PLACEMENT ON THE AGENDA: YES NO

RECOMMENDATION: _____

A Sanchez 1-11-22
TOWN MANAGER/Town Clerk DATE (Section Completed by Staff)

MAYOR'S APPROVAL FOR PLACEMENT ON THE AGENDA: YES NO

Patsy Armenta 1-11-22
MAYOR DATE (Section Completed by Staff)

Pumps, Inc.

Invoice

2042 E. 14th St
 Tucson, AZ 85719
 Phone # (520) 628-1534
 Fax # (520) 628-9697

Date	Invoice #
1/13/2022	3899

Bill To
TOWN OF MAMMOTH PO BOX 130 MAMMOTH, AZ 85618
Customer Phone #
Customer Fax #

Ship To
TOWN OF MAMMOTH 125 N CLARK ST MAMMOTH, AZ 85618

P.O. Number	Ship Via	Sales Rep	Payment Terms	Due Date
	Bestway	EIM	Net due in 30 days	2/12/2022

Quantity	Item Code	Description	Price Each	Amount
2	NON-INVENTO...	SD43-88P	3,071.00	6,142.00T
1	FREIG	FREIGHT	266.00	266.00

PUMPS INC
 2042 E 14TH ST
 TUCSON, AZ 85719
 520-628-1534

Bank ID: 2641
 Merchant ID: 7375
 Term ID: 001

Phone Order

XXXXXXXXXXXX2724
 VISA Entry Method: Manual

Total: \$ 6,942.35

01/13/22 15:22:20
 Inv #: 000001 Appr Code: 013264
 Apprvd: Online Batch#: 013001
 AVS Code: ZIP MATCH Z
 CVV2 Code: MATCH M
 Retrieval Ref.#: 33462155

I agree to pay above total amount according to card issuer agreement (Merchant agreement if credit voucher)

x phone

Merchant Copy

rs. Thank you for your business!
 ages including loss of reasonable profits,
 Upon Buyer's default, Seller reserves the right
 llections and/or repossession. Buyer shall be
 ion and attorney costs.

Subtotal	\$6,408.00
Sales Tax (8.7%)	\$534.35
Payment/Credits	\$0.00
Balance Due	\$6,942.35

TOWN OF MAMMOTH

AGENDA ACTION FORM

AGENDA ITEM NO: _____ COUNCIL MEETING DATE: 1-20-22

Agenda Action Forms must be submitted to the Town Clerk no later than 10 days prior to Town Council Meeting. Agenda Action Forms are subject to review by Mayor, Town Manager and/or Town Clerk for completion and accuracy.

NAME OF PERSON PROPOSING ITEM: John Schempf DATE SUBMITTED: 1-11-22

BRIEF DESCRIPTION/SUMMARY OF THE AGENDA ITEM (AS YOU WOULD LIKE IT TO APPEAR):
Discussion & Approval of Emergency purchase of 2 pumps for \$6,942.35

Motion: Approve purchase

FISCAL IMPACT: \$6,942.35 (FISCAL IMPACT ON CURRENT BUDGET MUST BE COMPLETED)

TYPE OF ACTION REQUESTED: FORMAL ACTION-MOTION
 INFORMATIONAL/DISCUSSION ONLY OTHER
 RESOLUTION/ORDINANCE

Signature of Person Requesting Action _____

TOWN CLERK'S RECOMMENDATION FOR PLACEMENT ON THE AGENDA: YES NO

RECOMMENDATION: _____

[Signature] 1-11-22
TOWN MANAGER/Town Clerk DATE (Section Completed by Staff)

MAYOR'S APPROVAL FOR PLACEMENT ON THE AGENDA: YES NO

[Signature] 1-11-22
MAYOR DATE (Section Completed by Staff)

From: John Schempf
Sent: Thursday, January 13, 2022 4:27 PM
To: a.sanchez@townofmammoth.us
Subject: FW: Letter of Support - Arizona Broadband Development Grant

John Schempf
Town of Mammoth, Town Manager
PO Box 130
Mammoth, AZ 85618
j.schempf@townofmammoth.us
[\(520\) 487-2331](tel:5204872331)

From: Tanya Martinez <tanya.martinez@pinal.gov>
Sent: Thursday, January 13, 2022 9:51 AM
To: Rick Horst <Rick.Horst@maricopa-az.gov>; Bryant Powell <bpowell@apachejunctionaz.gov>; Larry Rains <LarryR@casagrandeaz.gov>; dmalewitz@eloyaz.gov; Townmanager@townofkearny.com; Brent Billingsley <Brent.Billingsley@florenceaz.gov>; Rick Miller <rmiller@coolidgeaz.com>; j.schempf@townofmammoth.us; Todd Pryor <manager@superioraz.gov>; John Kross <john.kross@queencreekaz.gov>
Cc: Leo Lew <leo.lew@pinal.gov>; Himanshu Patel <himanshu.patel@pinal.gov>; Peter Lin <plin@pinalk12.org>; Heather Patel <heather.patel@pinal.gov>
Subject: Letter of Support - Arizona Broadband Development Grant

Good Morning Managers,

Pinal County is excited to announce we will be applying for the Arizona Broadband Development Grant through the Arizona Commerce Authority
<https://www.azcommerce.com/broadband/arizona-broadband-development-grant-program/>

At this time we are reaching out to request a letter of support from you and/or your mayor indicating the importance of broadband and internet services in your communities. We ask that the letters be provided to myself or Grants Administrator Heather Patel heather.patel@pinal.gov by January 28th please.

Also, you may not be aware but the Pinal County School Superintendent's office has completed a K-12/Library fiber project which has brought fiber into our communities - this application is the next step in the project to get broadband to our communities.

If you or anyone in your office is interested in discussing the grant or fiber project further please contact:

Heather Patel
Grants Administrator



Arizona

Arizona Broadband Development Grant FY2022

ID: ABDG-22

Title: Arizona Broadband Development Grant FY2022

Application Start Date: 11/15/2021

Application End Date: 01/31/2022

CFDA: N/A

Reference URL: <https://www.azcommerce.com/broadband/grant-opportunities/>

Summary:

DUE DATE REVISED: January 31, 2022 at 5:00 PM MST

The Arizona Broadband Development Grant (ABDG) is a competitive grant program designed to help Arizona communities establish and accelerate the enhancement of broadband infrastructure that strengthens their capacity and competitiveness for economic growth and thereby ultimately improves economic conditions and quality of life in rural Arizona. Grant funds will be paid on a reimbursement basis for costs incurred by Applicants that comply with the guidelines set forth herein. To that end, and as more particularly described herein, the ABDG provides grants to partially fund qualifying broadband projects that will enhance the connectivity for Arizona's citizens, businesses, healthcare institutions, government establishments, and education sectors. It is intended that these grant dollars will contribute to the bridging of the digital divide.

The grant is divided into two categories, (i) Rural infrastructure construction which includes projects in Apache, Cochise, Coconino, Gila, Graham, Greenlee, La Paz, Mohave, Navajo, Pinal, Santa Cruz, Yavapai and Yuma counties and (ii) Urban infrastructure construction in Maricopa and Pima counties.

ABDG-Rural is intended to partially fund the establishment and accelerate broadband infrastructure construction projects that will enhance the speed, redundancy and reach of high-speed internet at reasonable cost to consumers in rural communities.

ABDG-Urban is intended to partially fund the establishment and accelerate broadband infrastructure construction projects that will enhance the speed, redundancy and reach of high-speed internet at reasonable cost to consumers in urban communities.

Eligible Applicants:

Local Government
Native American Tribe
Non Profits
Other
Private Sector

Eligibility Notes:

A. ABDG-Rural grants:

An eligible provider of broadband service meaning a provider with a minimum of two (2) years' operating history in the telecommunications industry;

A partnership between an established non-profit enterprises and economic development organizations in Arizona with a minimum of two (2) years' operating history and an eligible provider of broadband service.

A partnership between one or more incorporated cities and towns located in Apache, Cochise, Coconino, Gila, Graham, Greenlee, La Paz, Mohave, Navajo, Pinal, Santa Cruz, Yavapai, or Yuma County and an eligible provider of broadband service;

A partnership between one or more counties (Apache, Cochise, Coconino, Gila, Graham, Greenlee, La Paz, Mohave, Navajo, Pinal, Santa Cruz, Yavapai, and/or Yuma County) and an eligible provider of broadband service; or

Federally recognized Indian tribes situated in Apache, Cochise, Coconino, Gila, Graham, Greenlee, La Paz, Mohave, Navajo, Pinal, Santa Cruz, Yavapai, or Yuma County.

B. ABDG-Urban grants:

An eligible provider of broadband service meaning a provider with a minimum of two (2) years' operating history in the telecommunications industry.

A partnership between an established non-profit enterprises and economic development organizations operating in Arizona with a minimum of two (2) years' operating history and an eligible provider of broadband service and an eligible provider of broadband service;

A partnership between one or more incorporated cities and towns located in Maricopa and/or Pima counties and an eligible provider of broadband service;

ADDED 12/23/21: A partnership between Maricopa and Pima County and an eligible provider of broadband service; or

Federally recognized Indian tribes situated in Maricopa or Pima counties.

Funds Available: \$100,000,000.00

Award Amount: \$0.00
(min) \$10,000,000.00
(max)

Number of Awards: N/A

Average Award Size: N/A

Matching Required: yes

Matching Type: Cash

Financial Notes:

Funds will be allocated and awarded as follows:

ABDG-Rural: Consists of an award for reimbursement of costs associated with activities directly related to the construction, installation, or improvement of broadband infrastructure. **An individual RBDGABDG-Rural award cannot exceed \$10,000,000.** It is anticipated that few applications will request the maximum award amount.

ABDG-Urban: Consists of an award for reimbursement of costs associated with activities directly related to the construction, installation, or improvement of broadband infrastructure. **An individual RBDGABDG-Urban award cannot exceed \$5,000,000.** It is anticipated that few applications will request the maximum award amount.

The ACA reserves the right to award less than the available funding or less than the requested amount depending on the number and substance of applications received. There is no prescribed minimum amount that may be awarded under either ABDG Rural or Urban. Multiple projects are anticipated to be awarded funds and applicants may apply for multiple projects to be funded. **A 10% cash match of total eligible project costs by the applicant is required for the ABDG Rural and Urban grants.** (reference Section 1.8 for more information).

Agency/Department: CAA - Commerce Authority

Contact/Help: terio@azcommerce.com

Office: 602-845-1245

Program Contact:
Teri Orman, terio@azcommerce.com

Application Address:
Teri Orman, terio@azcommerce.com

Contact Notes:

Reference Section 2 of the NOFA for information about submission requirements. A template for the Application Form (2.4.B) and the Project Budget (2.4.D) have been provided.

Questions regarding the solicitation should be emailed to terio@azcommerce.com by December 10, 2021.

To be added to the distribution list for the complete Q&A List, send request to TeriO@azcommerce.com.

Files:

NOFA: ACA-RGA-2022-28_ABDG-22 (473.6 Kb)
Application: ABDG_ApplicationForm-Template (118.3 Kb)
Budget: ABDG_Budget-Template (11.8 Kb)
FAQ: ABDG-22_QA List A1 (181.7 Kb)
NOFA, First Amendment:: ACA-RGA-2022-28-A1_ABDG-22(First Amendment) (233.1 Kb)
Budget-Match Calculator: ABDG_Budget-Match Calculator (12.1 Kb)
File Notes:

Reference Section 2 of the NOFA for information about submission requirements. A template for the Application Form (2.4.B) and the Project Budget (2.4.D) have been provided.

Questions regarding the solicitation should be emailed to terio@azcommerce.com by December 10, 2021.

The Q&A List is available as a downloadable file as of December 23, 2021. To be added to the email distribution for any other updates, send request to terio@azcommerce.com.

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Proposal for
Building Plan Review and Building Inspection Services

Mammoth, Arizona





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COVER LETTER

December 16, 2021

Mr. John Schempf, Town Manager
Town of Mammoth
125 N. Clark St
P.O. Box 130
Mammoth, AZ 85618
jbschempf@gmail.com

Mr. Schempf:

Aoka is pleased to present a proposal for building plan review and building inspection services to the Town of Mammoth. Our staff is licensed and/or certified and have a minimum of (10) years of experience performing plan reviews and inspection services. Aoka will perform services in accordance with all codes adopted by the Town of Mammoth and the State of Arizona.

We perform services for single-family residential, multi-family residential, commercial, school, and industrial projects. We serve numerous municipalities throughout Arizona and the United States. We hope to serve the citizens of Mammoth.

At Aoka, we value high-quality customer service, timely job completion, quality work, and cost-competitive solutions. When you choose Aoka you will receive:

- Adherence to all current codes
- Outstanding customer service and communication
- Detailed and thorough digital record generation, and delivery
- Licensed, certified, and experienced professional team members
- Cost-effective and unrivaled quality performance
- Experience with municipalities throughout Arizona

Sincerely,

Ganesh Chapagain, CEO
713-962-0889
ganesh@aokaengineering.com



BACKGROUND AND QUALIFICATIONS

With a combined experience of 300+ years in the industry, our team came together as Aoka in 2019 to fulfil our genuinely held belief that when existing cutting-edge **technology** is applied to the core of a **process**, and that process involves **qualified people**, it can solve problems in ways previously unimagined.

At Aoka, we have gathered qualified and experienced industry experts, created an efficient streamlined process for performing and reporting plan review and inspection, developed software that makes collaboration and communication efficient, and promoted a culture of understanding the unique needs of our clients. With the help of our team, processes, technology, and culture - we can provide this project truly exceptional turnaround times and at low cost.

Services we offer

<p>Building Department Services</p> <ul style="list-style-type: none"> • ICC Certified Plan Review <ul style="list-style-type: none"> ○ Residential ○ Commercial ○ Structural ○ Mechanical ○ Electrical ○ Plumbing ○ Energy (including Solar) ○ Fire ○ Accessibility • Code Inspection <ul style="list-style-type: none"> ○ Residential ○ Commercial ○ Industrial ○ MEP ○ Fire 	<ul style="list-style-type: none"> ○ Structural ○ Accessibility ○ Roof ○ HUD • Building Official Service • Staff Augmentation
	<p>Public Works</p> <ul style="list-style-type: none"> • Civil Plan Review • Civil Inspections • Stormwater Plan Review • Flood Plain Management • Public Works Permit Service
	<p>Software</p> <ul style="list-style-type: none"> • Plan Review Software • Virtual Inspection Program



SERVICES

Building Plan Review

Aoka can review all submitted design documents for compliance with the model building code adopted by the town. Our plan review staff carry a minimum of (10) years of experience performing plan review and are International Code Council (ICC) certified. Our plan review staff can do the following:

- ❖ Perform residential, commercial, and industrial plan review.
- ❖ Review architectural, structural, ADA accessibility, solar, seismic, mechanical, electrical, plumbing, fire, energy, and hazardous material drawings.
- ❖ Perform structural review by a licensed structural engineer.
- ❖ Perform solar energy plan review.
- ❖ Provide a list of deficiencies/correction comments, including referenced code sections.
- ❖ Review and approval of the plan check by the project manager prior to submission to the town.
- ❖ Perform electronic plan review.
- ❖ Attend pre-submittal and construction development meetings.
- ❖ Maintain detailed records of all reviews and results and transmit them in real-time to the town.
- ❖ Coordinate closely with town staff on the issuance of building permits and certificates of occupancy.
- ❖ Maintain all necessary certificates and licenses.

Building Inspection

Aoka will inspect residential, commercial, multi-family, and other structures as requested, to ensure compliance with all model building codes adopted by the State of Arizona and all local ordinances.

Aoka inspectors will:

- ❖ Maintain all necessary certificates and licenses.
- ❖ Provide the town with necessary information to determine what inspections are required for a given application.
- ❖ Perform inspections under the direction of Aoka's Building Official.
- ❖ Complete inspections timely and courteously.
- ❖ Represent the town in a professional manner.
- ❖ Coordinate inspections with other town departments as necessary.
- ❖ Maintain specific records of completed inspections and inspection reports and transmit them in real time to the town.
- ❖ Assist in complaint investigations, hazardous building inspections, and assist the town in prosecuting violations.
- ❖ In addition to on-site inspection, Aoka uses a virtual inspection process. Virtual inspection increases efficiency and reduces costs, and we adhere to all ICC's virtual inspection guidelines.



Availability and Turnaround Times

We propose the following turnaround times for the services indicated below:

- | | |
|--|--------------------------|
| ❖ On-site Inspection | -within 24 hours |
| ❖ Plan Review (<\$5M valuation) | -within 5 business days |
| ❖ Plan Review (>\$5M valuation) | -within 10 business days |
| ❖ Plan Review Rerechecks | -within 3 business days |
| ❖ Expedited Plan Review (Res/Com<\$5M) | -within 3 business days |
| ❖ Expedited Plan Review (Res/Com>\$5M) | -within 5 business days |



REFERENCES

City of Tempe, Arizona

Scope: Building plan review and inspection services
Completion Notes: Ongoing
Client Contact: Dino Accardo, Building Official
480-350-8071
dino_accardo@tempe.gov

City of Peoria, Arizona

Scope: Building plan review services
Completion Notes: Ongoing
Client Contact: Bob Goodhue, C.B.O., Deputy Director of Development
9875 N. 85th Ave
Peoria, AZ 85345
623-773-7589
robert.Goodhue@peoriaaz.gov

City of Glenn Heights, Texas

Scope: Building and public works plan review services
Completion Notes: Ongoing work
Client Contact: Mia Hines, City Planner
2118 S. Uhl Rd
Glenn Heights, TX 75154
972-223-1690 x.452
miamauhi.hines@glennheightstx.gov

City of Grapevine, Texas

Scope: Code inspection services
Completion Notes: Completed under budget and on schedule
Client Contact: Donald Dixon, Chief Building Official
817-454-1966
ddixon@grapevintexas.gov

City of Kenedy, Texas

Scope: Building, fire, public works plan review and virtual inspection services
Completion Notes: Ongoing
Client Contact: Jamie S. Albiar, Building Official
830-299-0072
codecompliance@kenedytx.gov



Weber County, Utah

Scope: Building plan review and inspection services
Completion Notes: Ongoing
Client Contact: Sean Wilkinson, Director – Community Development
801-399-8765
swilkinson@webercountyutah.gov

Saratoga Springs, Utah

Scope: Inspection services
Completion Notes: Ongoing
Client Contact: Mark Shesley, Building Official
801-766-9794 x 102
mchesley@saratogaspringscity.com

West Jordan, Utah

Scope: Inspection and plan review services
Completion Notes: Ongoing
Client Contact: Layne Western
801-569-5055
laynew@wjordan.com

Washington City, Utah

Scope: Building plan review and inspection services
Completion Notes: Ongoing
Client Contact: Jeremy Redd- City Manager
435-656-6310
jredd@washingtoncity.org

State of Utah- Division of Facilities Construction & Management (DFCM)

Scope: Code inspection services
Completion Notes: Ongoing
Client Contact: Mr. Patrick Tomasino, Chief Building Official
801-608-4833
ptomasino@utah.gov



FEE SCHEDULE

SERVICE CLASSIFICATION	RATE
Plan Review	65% of the county’s plan review fee*
Building Inspection	65% of the county’s permit fee*
MISCELLANEOUS CHARGES	RATE
Mileage Reimbursement (Current IRS Standard Rate)	Included in the rate above
Trip Fee	Included in the rate above

*Current Pinal county fee schedule attached

Plan review includes an initial review, second review, and a third review – as necessary. Subsequent reviews (if needed) will be billed at an additional hourly rate of \$80 with prior approval from the town.



CONSULTING AGREEMENT

This AGREEMENT is made between the Town of Mammoth, a political subdivision of the state of Arizona, herein "Town" and Aoka Engineering LLC, herein "Aoka".

THE PARTIES AGREE AS FOLLOWS:

1. **SCOPE OF WORK:** Town engages Aoka to provide services as set forth in Exhibit "A" attached hereto.
2. **LICENSE:** Aoka possesses the skill and experience necessary; and all qualified personnel and licenses required to perform the services under this agreement. Aoka further agrees to comply with all applicable laws in the performance of the services hereunder.
3. **PAYMENT:** Town will collect all fees including permit and plan review fee from developer/contractor/homeowner. Town then agrees to pay Aoka for their services rendered under this Agreement an amount as set forth in Exhibit "B" or Exhibit "C" attached hereto.
4. **TERMS OF PAYMENT:** Aoka will bill the Town twice a month. All invoices are due and payable net thirty (30) days, and interest shall accrue at the rate of one and one-half percent (1.50%) per month from the date due. Failure to pay any invoice within the time required shall constitute a material breach of this Agreement.
5. **TURN AROUND TIME:** Aoka will submit the required deliverable (plan check report, inspection report etc.) at the turnaround times set forth in Exhibit "D"
6. **RIGHT OF CONTROL:** Town agrees that it will have no right to control or direct the details, manners, or means by which Aoka accomplishes the results of the services performed hereunder. Aoka has no obligation to work any particular hours or days or any particular number of hours or days. Aoka agrees, however, that Aoka's other contracts or services shall not interfere with the performance of its services under this Agreement.
7. **RELATIONSHIP:** Aoka is an independent contractor and is not an employee, servant, agent, partner, or joint venture of the Town. Aoka is not eligible for, and shall not participate in, any employee pension, health, or other benefit plans provided by the Town.
8. **FEDERAL, STATE AND LOCAL PAYROLL TAXES:** Neither federal, state, or local income taxes, nor payroll taxes of any kind shall be withheld and paid by Town on behalf of Aoka or the employees of Aoka.
9. **INSURANCE:** Aoka at its own expense shall procure and maintain the following insurance policies for the duration of the contract:
 - a. **Worker's Compensation:** Aoka currently maintains worker's compensation and employer's liability insurance in the amount:
 - i. Each accident: \$1,000,000.00
 - ii. Disease each employee: \$1,000,000.00
 - b. **General Liability:** Aoka currently maintains commercial general liability insurance in the amount of \$1,000,000.00 per occurrence.
 - c. **Errors and Omission:** Aoka currently maintains errors and omission insurance in the amount:
 - i. Per occurrence: \$1,000,000.00
 - ii. Aggregate: \$2,000,000.00

10. **EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES:** Aoka shall supply, at its sole expense, all equipment tools, materials and/or supplies to accomplish the services to be provided herein.
11. **EFFECTIVE DATE:** This contract will run from ____ day of _____, 2022 through the termination by at least 45 days written notice by either party. Upon termination, the Town shall pay Aoka for any materials, supplies, or equipment, which are in transit or under commitment.
12. **WAIVER:** No failure on the part of either party to exercise any right or remedy hereunder shall operate as a waiver of any other right or remedy that party may have hereunder.
13. **NON-SOLICITATION:** The Town agrees in good faith that for the term of this Agreement and one year after the termination of the Agreement not to directly or indirectly employ or otherwise engage any current employee of Aoka or any former employee of Aoka who left Aoka within the six months prior to and including the date of the execution of this Agreement.
14. **CHOICE OF LAW:** Any dispute under this Agreement, or related to this Agreement, shall be decided in accordance with the laws of the State of Arizona. All claims, disputes, or matter in question arising out of, or relating to, this agreement or any breach thereof, including but not limited to dispute shall be submitted to non-binding mediation before initiation of legal proceedings. Town and Aoka agree to submit all disputes and claim that arise out of or that relate to this agreement, or to the interpretation or breach thereof, or to the existence, scope, or validity of this Agreement to a non-binding mediation jointly selected by the Town and Aoka prior to initiating demand for Arbitration. In the event of any such dispute or claim, the parties agree to mediate the dispute or claim within 30 days of a written notice to the Town or Aoka of such a claim or dispute. The parties shall mutually agree upon the mediator, and the parties shall bear one-half of the cost of the mediation and shall bear the cost of their own attorney fees.
15. **ENTIRE AGREEMENT:** This is the entire Agreement of the parties and can only be modified or amended in writing by the parties.

Town of Mammoth, Arizona

Signature: _____

Date: _____

Print Name: _____

Title: _____

Aoka Engineering LLC

Signature:  _____

Date: 1/14/2022

Print Name: Ganesh Chapagain

Title: CEO

Attachments:

- Exhibit A (Scope of Services)
- Exhibit B (Fee Schedule)
- Exhibit C (Fee Schedule for Aoka's Recommended Services)
- Exhibit D (Turnaround Times)
- Exhibit E (Pinal County Fee Schedule)

EXHIBIT A (Scope of Services)

Building Safety Plan Review

Our personnel will attend pre-submittal meetings and construction development meetings, as necessary and perform complete plan review. A list of identified deficiencies/correction comments, including the reference code sections will be compiled. All reviews will be approved by the project manager prior to submission to the Town or the applicant. All plan review services will be completed electronically, through our VertexPlans™ software. Permits are issued by the Town of Mammoth. Plan review shall be conducted based on Town of Mammoth 's adopted Building Code, Residential Code, Mechanical Code, Electrical Code, Plumbing Code, Fuel and Gas Code, Energy Code, and Accessibility Code.

Building Safety Inspection

Aoka will inspect residential (single and multi-family), commercial, industrial, solar, and other structures to ensure compliance with all model building codes and other local ordinances adopted by the Town of Mammoth. Inspection services, as needed and requested, will be performed on site and/or virtually by experienced ICC certified employees of Aoka. Aoka will conduct inspections within the town's normal business hours of 8 a.m. to 4 p.m. Monday through Friday, unless workload demands otherwise. Aoka will complete inspections timely and courteously and represent the town in a professional manner.

Fire Prevention Plan Review

Aoka will provide fire and life safety plan review services to the Town of Mammoth. Our staff include Fire Marshalls, and Fire plans examiners who have performed comprehensive fire and life safety reviews. With proficiency in virtually all types of construction and occupancies, our team will review fire sprinkler system plan, fire alarm plan, fire suppression system plan, CO2 system plan, and fuel storage tank plan. Aoka will review and check for allowable height and area, fire restrictive construction, means of egress, fire access, hazardous materials, and smoke management systems. All plan review services will be completed electronically, through our VertexPlans™ software.

Fire Prevention Inspection

To ensure the projects comply with approved plans and adopted codes, our fire inspectors will inspect all fire protection systems that include fire sprinkler system, fire alarm, fire suppression system, CO2 system, and fuel storage tank. Aoka will perform inspection of fire prevention systems of new construction, addition to existing, fire protection system, and annual fire inspections. Aoka will conduct inspections within the town's normal business hours of 8 a.m. to 5 p.m. Monday through Friday, unless workload demands otherwise. Aoka will complete inspections timely and courteously and represent the town in a professional manner.

Public Works Plan Review and Inspection

Aoka provides the highest-level of civil plan review and inspection. Our staff has performed civil plan review for private subdivisions and development improvement plans for both on-site and public right-of-way improvements. Our reviews include, but are not limited to: Paving, Lot Grading, Retention Pond, Drainage / Storm Sewer, Sanitary Sewer, Street Sign and Sidewalk, Street Lighting, Water Layout, Erosion Control, and flood plain management.

EXHIBIT B (Fee Schedule)

Building Safety

Plan Review (Building, Mechanical, Electrical, Plumbing, Solar)	65% of Pinal County's associated Plan Review Fee*
Inspection (Building, Mechanical, Electrical, Plumbing, Solar)	65% of Pinal County's associated Permit Fee*

*Current Pinal county fee schedule attached, see Exhibit E.

EXHIBIT C (Fee Schedule for Aoka's Recommended Services)

Below are Aoka's additional recommended services. The following fee structure shall apply:

Fire Prevention

Single Family

Fire Code Plan Review	\$277.00
Fire Code Inspection	\$539.00

Commercial and Multi-family Plan Review
(Fire Alarm System & Fire Sprinkler System)

Valuation	Fee, Each System
Less than \$6,250.00	\$308.00
\$6,250.00 to \$250,000.00	\$462.00
\$250,001.00 to \$500,000.00	\$654.00
\$500,001.00 to \$1,000,000.00	\$846.00
\$1,000,001.00 to \$3,000,000.00	\$1,230.00
\$3,000,001.00 to \$6,000,000.00	\$1,846.00
\$6,000,000 and up	\$1,846.00 plus \$0.58 for each additional \$1000.00

Commercial and Multi-family Inspection
(Fire Alarm System & Fire Sprinkler System)

Valuation	Fee, Each System
Less than \$6,250.00	\$462.00

\$6,250.00 to \$250,000.00	\$654.00
\$250,001.00 to \$500,000.00	\$808.00
\$500,001.00 to \$1,000,000.00	\$1,038.00
\$1,000,001.00 to \$3,000,000.00	\$1,462.00
\$3,000,001.00 to \$6,000,000.00	\$2,192.00
\$6,000,000 and up	\$2,192.00 plus \$0.58 for each additional \$1000.00

Miscellaneous Fire Related Items	Hourly rate
Underground fire code plan review	\$138
Fuel storage tank plan review	\$138
Underground fire code inspection	\$185
Fire extinguisher inspection	\$185
Fire certificate of occupancy inspection	\$185
Fuel storage tank inspection	\$185
Annual fire safety inspection	\$185

Public Works Services

Plan review and inspection	3% of construction cost
Inspections only	2% of construction cost

Additional Notes:

- Expedited plan review fee: 150% of the regular plan review fee.
- Plan review includes an initial review, second review, and a third review – as necessary. Subsequent reviews (if needed) will be billed at an additional hourly rate of \$80 with a prior approval from the town.

EXHIBIT D (Turnaround Times)

On-site Inspection	Within 24 hours
Plan Review (<\$5M valuation)	Within 5 business days
Plan Review (>\$5M valuation)	Within 10 business days
Plan Review Rechecks	Within 3 business days
Expedited Plan Review (Res/Com <\$5M valuation)	Within 3 business days
Expedited Plan Review (Res/Com <\$5M valuation)	Within 5 business days

EXHIBIT E (Pinal County Fee Schedule)

**TABLE I.
BUILDING VALUATION DATA COST /SQ. FOOT**

Group (2012 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	212.00	204.85	199.65	191.24	179.60	174.56	184.86	164.20	157.69
A-1 Assembly, theaters, without stage	194.08	186.93	181.72	173.31	161.68	156.64	166.93	146.29	139.78
A-2 Assembly, nightclubs	166.35	161.60	157.13	150.84	141.62	137.83	145.25	128.47	123.67
A-2 Assembly, restaurants, bars, banquet halls	165.35	160.60	155.13	149.84	139.62	136.83	144.25	126.47	122.67
A-3 Assembly, churches	195.96	188.81	183.60	175.20	163.70	158.66	168.82	148.30	141.80
A-3 Assembly, general, community halls, libraries, museums	183.95	158.80	150.60	143.19	130.66	126.63	136.81	115.27	109.78
A-4 Assembly, arenas	193.08	185.93	179.72	172.31	159.68	155.64	165.93	144.29	138.78
B Business	169.14	162.95	157.42	149.72	135.78	130.75	143.54	119.31	113.65
E Educational	178.16	172.02	166.90	159.29	148.37	140.44	153.73	129.09	124.71
F-1 Factory and industrial, moderate hazard	100.75	96.02	90.26	86.94	77.88	74.37	83.16	64.01	60.19
F-2 Factory and industrial, low hazard	99.75	95.02	90.26	85.94	77.68	73.37	82.16	64.01	59.19
H-1 High Hazard, explosives	94.40	89.68	84.92	80.59	72.52	68.22	76.82	58.86	0.00
H234 High Hazard	94.40	89.68	84.92	80.59	72.52	68.22	76.82	58.86	54.03
H-5 HPM	169.14	162.95	157.42	149.72	135.78	130.75	143.54	119.31	113.65
I-1 Institutional, supervised environment	168.08	162.18	157.65	150.82	138.52	134.86	146.99	124.28	119.86
I-2 Institutional, hospitals	287.21	281.02	275.49	267.79	252.87	0.00	261.61	236.40	0.00
I-2 Institutional, nursing homes	198.55	192.37	186.83	179.13	165.20	0.00	172.95	148.74	0.00
I-3 Institutional, restrained	192.65	186.47	180.93	173.23	160.79	154.76	167.05	144.32	138.66
I-4 Institutional, day care facilities	168.08	162.18	157.65	150.82	138.52	134.86	146.99	124.28	119.86
M Mercantile	123.91	119.17	113.69	108.40	98.85	96.06	102.82	85.70	81.90
R-1 Residential, hotels	169.51	163.62	159.09	152.26	140.12	136.46	148.59	125.88	121.46
R-2 Residential, multiple family	142.14	136.24	131.71	124.88	113.41	109.75	121.89	99.18	94.76
R-3 Residential, one- and two-family	133.78	130.13	126.82	123.67	118.74	115.78	119.75	110.94	103.92
R-4 Residential, care/assisted living facilities	168.08	162.18	157.65	150.82	138.52	134.86	146.99	124.28	119.86
S-1 Storage, moderate hazard	93.40	88.68	82.92	79.59	70.52	67.22	75.82	56.86	53.03
S-2 Storage, low hazard	92.40	87.68	82.92	78.59	70.52	66.22	74.82	56.86	52.03
U Utility, miscellaneous	71.08	67.13	62.83	59.33	53.24	49.79	56.48	41.64	39.44

Regional Modifier of .70 shall be applied to the above costs per sq. ft.

Regional Modifier not applicable to footnotes below:

- a. Private Garages= \$17.45 per sq. ft.
- b. Unfinished basements (all use group) = \$15.00 per sq. ft.
- c. For shell only buildings deduct 20 percent.
- d. N.P. = Not Permitted
- e. Patio covers/Porches: see Article 8 for exemptions, (page 10).

ARTICLE 3

BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$22.00
\$501.00 to \$ 2,000.00	\$22.00 for the first \$500.00 plus \$2.75 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$2,001.00 to \$25,000.00	\$63.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$350.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00 .	\$575.75 for the first \$50,000.00 plus \$6.25 for each additional \$1000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$888.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$2,888.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 and up	\$5,013.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00 or fraction thereof

ARTICLE 4

ELECTRICAL PERMIT FEES

Permit Issuance

- 1. For the issuance of each electrical permit\$42.00
- 2. For the issuing of each supplemental permit for which the original permit has not expired, been canceled, nor finalized.....\$6.50

System Fee Schedule

(Note: the following do not include permit-issuing fee.)

- 1. **Carnivals and circuses**
Carnivals, circuses, or other traveling shows or exhibitions utilizing transportable-type rides, booths, displays and attractions
For electrical generators and electrically driven rides, each22.00
For mechanically driven rides and walk-through attractions or displays having electric lighting, each6.50
For a system of area and booth lighting, each6.50
For permanently installed rides, booths, displays and attractions, use the Unit Fee Schedule.
- 2. **Temporary Power Service**
For a temporary service pole or pedestal including all pole or pedestal-mounted receptacle outlets and appurtenances, each22.00
For a temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lights, Christmas tree sales lots, fireworks stands, etc., each11.00

Unit Fee Schedule

(Note: the following do not include permit-issuing fee.)

- 1. **Receptacle, Switch and Light Outlets**
For receptacle, switch, light or other outlets at which current is used or controlled, except services, feeders and meters:
First 20 fixtures, each1.00
Additional fixtures, each65
Note: For multi outlet assemblies, each 5 feet (1524 mm) or fraction thereof may be considered as one outlet.
- 2. **Lighting Fixtures**
For lighting fixtures, sockets or other lamp-holding devices:
First 20 fixtures, each1.00
Additional fixtures, each65
For pole or platform-mounted lighting fixtures, each1.00
For theatrical-type lighting fixtures or assemblies, each1.00
- 3. **Residential Appliances**
For fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console or through-wall air conditioners; space heaters; food waster grinders; dishwashers; washing machines; water heaters; clothes dryers or other motor-operated appliances not exceeding one horsepower (HP) (746 W) in rating, each4.25
Note: For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.
- 4. **Nonresidential Appliances**
For nonresidential appliances and self-contained factory-wired, nonresidential appliances not exceeding one horsepower (HP), kilowatt (kW) or kilovolt-ampere (kVA), in rating including medical and dental devices; food, beverage and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment, each4.25
Note: For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.

5.	Power Apparatus	
	For motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus, as follows: Rating in horsepower (HP), kilowatts (kW), kilovolt-amperes (kVA) or kilovolt-amperes-reactive (kVAR):	
	Up to and including, 1 each	4.25
	Over 1 and not over 10, each	11.00
	Over 10 and not over 50, each	22.00
	Over 50 and not over 100, each	41.25
	Over 100, each	66.50
	Notes:	
	1. For equipment or appliances having more than one motor, transformer, heater etc., the sum of the combined ratings may be used.	
	2. These fees include all switches, circuit breakers, contractors, thermostats, relays and other directly related control equipment.	
6.	Busways	
	For trolley and plug-in-type busways, each 100 feet (30 480 mm) or fraction thereof	6.50
	Note: An additional fee is required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in-type busways. A fee is not required for portable tools.	
7.	Services	
	For services of 600 volts or less and not over 200 amperes in rating, each	27.25
	For services of 600 volts or less and over 200 amperes to 1,000 amperes, each	55.50
	For services over 600 volts or over 1,000 amperes in rating, each	111.00
8.	Miscellaneous Apparatus, Conduits and Conductors	
	For electrical apparatus, conduits and conductors for which a permits is required but for which no fee is herein set forth	16.25
	Note: This fee is not applicable when a fee is paid for one or more services, outlets, fixtures appliances, power apparatus, busways, signs or other equipment.	

SOLAR FEES:

(Add \$42.00 permit issuance fee.)

Kw rating: 1 to 5	\$13.60 per kw
6 to 10	\$12.50 per kw
11 to 20	\$11.70 per kw
21 kw and up	\$11.00 per kw and plan review fee @ 65%.
Solar water heaters	\$60.00 flat fee

ARTICLE 5

MECHANICAL PERMIT FEES

Permit Issuance and Heaters

1. For the issuance of each mechanical permit \$42.00
2. For issuing each supplemental permit for which the original permit has not expired,
been canceled or finalized 6.50

Unit Fee Schedule

(Note: The following do not include permit-issuing fee)

1. **Furnaces**
For the installation or relocation of each forced-air or gravity-type furnace or burner,
including ducts and vents attached to such appliance, up to and including
100,000 Btu/h (29.3 kW) 13.25
For the installation or relocation of each forced-air or gravity-type furnace or burner,
including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3 kW) 16.25
For the installation or relocation of each floor furnace, including vent 13.25
For the installation or relocation of each suspended heater, recessed wall heater or
floor mounted unit heater 13.25
2. **Appliance Vents**
For the installation, relocation or replacement of each appliance vent installed and not
included in an appliance permit 6.50
3. **Repairs or Additions**
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit,
cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling
system, including installation of controls regulated by the Mechanical Code 12.25
4. **Boilers, Compressors and Absorption Systems**
For the installation or relocation of each boiler or compressor to and including three horsepower
(10.6 kW), or each absorption system to and including 100,000 Btu/h(29.3 kW) 13.15
For the installation or relocation of each boiler or compressor over three horsepower
(10.6kW) to and including 15 horsepower (52.7kW), or each absorption system over
100,000 Btu/h(29.3kW) to and including 500,000 Btu/h (146.6kW) 24.25
For the installation or relocation of each boiler or compressor over 15 horsepower
(52.7kW) to and including 30 horsepower (105.5kW), or each absorption system
500,000 Btu/h (146.6kW) to and including 1,000,000 Btu/h (293.1kW) 33.25
For the installation or relocation of each boiler or compressor over 30 horsepower
(105.5kW) to and including 50 horsepower (176kW), or each absorption system
over 1,000,000 Btu/h (293.1kW) to and including 1,750,000 Btu/h (512.9kW) 49.50
For the installation or relocation of each boiler or compressor over 50 horsepower
(176kW), or each absorption system over 1,750,000 Btu/h (512.9kW) 82.75
5. **Air Handlers**
For each air-handling unit to and including 10,000 cubic feet per minute (cfm)
(4719L/s), including ducts attached thereto 9.50
Note: This fee does not apply to an air-handling unit which is a portion of a
factory assembled appliance, cooling unit, evaporative cooler or absorption unit
for which a permit is required elsewhere in the Mechanical Code.
For each air-handling unit over 10,000 cfm (4719L/s) 16.15
6. **Evaporative Coolers**
For each evaporative cooler other than portable type 9.50
7. **Ventilation and Exhaust**
For each ventilation fan connected to a single duct 6.50
For each ventilation system which is not a portion of any heating or air-conditioning
system authorized by a permit 9.50
For the installation of each hood which is served by mechanical exhaust, including
the ducts for such hood 9.50
8. **Incinerators**
For the installation or relocation of each domestic-type incinerator 16.25
For the installation or relocation of each commercial or industrial-type incinerator 66.50
9. **Miscellaneous**
For each appliance or piece of equipment regulated by the Mechanical Code but not
classed in other appliance categories, or for which no other fee is listed in the table \$9.50

ARTICLE 6

PLUMBING PERMIT FEES

Permit Issuance

1.	For the issuance of each plumbing permit	\$42.00
2.	For issuing each supplemental permit for which the original permit has not expired, been canceled or finalized	6.50

Unit Fee Schedule

(Note: The following do not include permit-issuing fee.)

1.	Fixtures and Vents	
	For each plumbing fixture or trap or set of fixtures on one trap (including water, Drainage piping and backflow protection thereof)	8.75
	For repair or alteration of drainage or vent piping, each fixture	4.25
2.	Sewers, Disposal Systems and Interceptors	
	For each building sewer and each trailer park sewer	22.00
	For each cesspool	33.25
	For each private sewage disposal system	66.50
	For each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	17.75
	Rainwater Systems-per drain (inside building)	8.75
3.	Water Piping and Water Heaters	
	For installation, alteration, or repair of water piping or water-treating equipment or both, each	4.25
	For each water heater including vents	11.00
	For vents only, see Table 3-C.	
4.	Gas Piping Systems	
	For each gas piping system of one to five outlets	5.50
	For each additional outlet over five, each	1.00
5.	Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices	
	For each lawn sprinkler system on any one meter, including backflow protection devices therefore	13.25
	For atmospheric-type vacuum breakers or backflow protection devices not included in Item 1:	
	1 to 5 devices	11.00
	Over 5 devices	2.00
	For each backflow-protection device other than atmospheric-type vacuum breakers:	
	2 inches (50.8mm) and smaller	11.00
	Over 2 inches (50.8mm)	22.00
6.	Miscellaneous	
	For each appliance or piece of equipment regulated by the Plumbing Code but not classified in other appliance categories, or for which no other fee is listed in this code	8.75

ARTICLE 7

GRADING PLAN REVIEW FEES

50 cubic yards (38.2 m ³) or less	NO FEE
51 to 100 cubic yards (40 to 76.5 m ³).....	\$42.00
101 to 1,000 cubic yards (77.2 to 764.6 m ³).....	\$53.00
1,001 to 10,000 cubic yards (765.3 to 7645.5 m ³).....	\$64.00
10,001 to 100,000 cubic yards (7646.3 to 76,455 m ³ - \$44.00 for the first 10,000 cubic yards (7645.5 m ³) plus \$22.00 for each additional 10,000 cubic yards (7645.5 m ³) or fraction thereof.	
100,001 to 200,000 cubic yards (76,456 to 152,911 m ³) - \$242.00 for the first 100,000 cubic yards (76,455 m ³), plus \$13.00 for each additional 10,000 cubic yards (7645.5 m ³) or fraction thereof.	
200,001 cubic yards (152,912 m ³) or more - \$359.00 for the first 200,000 cubic yards (152,911 m ³), plus \$6.50 for each additional 10,000 cubic yards (7545.5 m ³) or fraction thereof.	

Other Fees:

Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed.....	\$42.00*
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*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

GRADING PERMIT FEES¹

50 cubic yards (38.2 m ³) or less	\$42.00
51 to 100 cubic yards (40 to 76.5m ³).....	53.00
101 to 1,000 cubic yards (77.2 to 764.6m ³) - \$33.00 for the first 100 cubic yards (76.5m ³) plus \$15.50 for each additional 100 cubic yards (76.5m ³) or fraction thereof.	
1,001 to 10,000 cubic yards (765.3 to 7645.5m ³) - \$172.50 for the first 1,000 cubic yards (764.6m ³), plus \$13.00 for each additional 1,000 cubic yards (764.6m ³) or fraction thereof.	
10,001 to 100,000 cubic yards (7646.3 to 76,455m ³) - \$289.50 for the first 10,000 cubic yards (7645.5m ³), plus \$59.00 for each additional 10,000 cubic yards (7645.5m ³) or fraction thereof.	
100,001 cubic yards (76,456m ³) or more - \$820.50 for the first 100,000 cubic yards (76,455m ³), plus \$32.50 for each additional 10,000 cubic yards (7645.5m ³) or fraction thereof.	

ARTICLE 8

MISCELLANEOUS FEES & BUILDING VALUATION DATA

Remodeling and Addition Fees

(Note: Where only valuation data is given in this article, refer to Article 3 table for fee schedule)

1. Room Additions:
 - Without plumbing \$20.00 per sq. ft.
 - With plumbing \$25.00 per sq. ft.

2. Carport, Garage or Patio Cover Converted to a Habitable Space See item #1 "room additions"
- Converted to a Non-Habitable Space \$84.00 flat fee
- Carports & Patio Covers (Solid/Open Frame/Lattice) ATTACHED OR DETACHED
- If detached: 200sq ft and over \$11.80 per sq ft
- If attached: 201 - 500 sq ft \$84.00 flat fee
- If attached and over 500 sq ft \$11.80 per sq ft

Pre-Manufactured Structures

1. Factory Built Building Installation
 - Commercial \$4.50 per lineal ft. per story
2. Non-exempt Aluminum Pre-engineered Awnings
 - Building Permit \$42.00
 - Plan Review \$42.00
3. Pre-manufactured Storage Shed \$42.00

Others (see Article I Exemptions)

1. Commercial & Subdivision Fence Walls \$200.00 for the first 500 lineal feet
..... And \$200.00 for every additional 500 lineal feet or fraction thereof
2. Residential Fence Walls \$126.00 for the first 500 lineal feet
..... And \$126.00 for every additional 500 lineal feet or fraction thereof
3. Retaining Walls \$ 25 x height x length
4. Swimming Pools (non standard) \$150.00 Plan Check Fee
..... \$300.00 Permit Fee
..... (half of which is non-refundable)
5. In Ground Spa (not attached with pool) \$150.00 Permit Fee
6. Above Ground Spa/Pool \$42.00 Permit Fee
7. Demolition \$42.00 Permit Fee
8. Tenant Improvements
Flat submittal fee of \$50.00, fees will be adjusted at plan review.
Major T.I. 40% of valuation based on the type of construction and occupancy
Minor T.I. 20% of valuation based on the type of construction and occupancy
The plans examiner will determine whether the project is major or minor.

Other Inspections and Fees:

- | | |
|--|--|
| 1. Inspections outside of normal business hours
(Minimum charge-two hours) | \$42.00 per hour* |
| 2. Re-inspection fees | \$42.00 per hour* |
| 3. Inspection for which no fee is specifically indicated
(Minimum charge-one-half-hour) | \$42.00 per hour* |
| 4. Additional plan review required by changes, additions or revisions to plans
(Minimum charge-one-half-hour) | \$42.00 per hour* |
| 5. For use of outside consultants for plan checking and inspection, or both | Actual costs** |
| 6. Moved Buildings | 50% of valuation to determine permit fee |

Standard Plans:

- | | |
|--|-------------------|
| 7. Revision Fee (changing from one standard plan to another) | \$300.00 flat fee |
| 8. Other: structural changes: ie: adding/removing options | \$134.00 flat fee |
| 9. Administrative Fee | \$50.00 |

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved

** Actual costs include administrative and overhead costs.

ARTICLE 9
SIGN PERMIT FEES

A building permit is required for signs when they meet all of the following criteria:

1. Signs that have an area of 50 sq. ft or more.
2. Signs composed of solid material such as wood, metal or other similar material. (*signs made of cloth, cardboard, vinyl, or other flexible, light weight material are not considered solid material).
3. Signs with a height greater than 8 ft measured from grade to the top of the sign & made of solid material as identified in item 2, require a permit regardless of area.
4. Signs attached to an existing building or other structure not meeting the requirements of items 1, 2 & 3 above, but are of significant weight or height that could create a danger if displaced, as determined by the Building Official.

Exception: Signs with connections to electrical power from a commercial source require an electrical permit, regardless of the items listed above. I.e.: Neon signs, illuminated. (UL listed/verification).

Over 200 Sq. Ft.: Permit Fee: \$90.20 plus \$4.50 for each additional 10 sq. ft., or portion thereof.
Plan Review Fee: 65% of calculated Permit Fee

Illuminated: For signs supplied by one branch circuit add \$22.00.
Add \$4.25 for each additional branch circuit to the same sign.

Section 901. Sign Fee Schedule.

<u>AREA (Sq.Ft)</u>	<u>PERMIT FEE</u>	<u>PLAN REVIEW FEE</u>
0 - 90	42.00	27.30
91 - 100	45.10	29.32
101 - 110	49.60	30.29
111 - 120	54.15	35.19
121 - 130	58.65	38.12
131 - 140	63.15	41.05
141 - 150	67.65	43.97
151 - 160	72.15	46.90
161 - 170	76.65	49.82
171 - 180	81.20	52.78
181 - 190	85.70	55.71
191 - 200	90.20	58.63

TOWN OF MAMMOTH

AGENDA ACTION FORM

AGENDA ITEM NO: _____	COUNCIL MEETING DATE: <u>1-20-22</u>
-----------------------	--------------------------------------

Agenda Action Forms must be submitted to the Town Clerk no later than 10 days prior to Town Council Meeting. Agenda Action Forms are subject to review by Mayor, Town Manager and/or Town Clerk for completion and accuracy.

NAME OF PERSON PROPOSING ITEM: John Schempf DATE SUBMITTED: 1-11-22

BRIEF DESCRIPTION/SUMMARY OF THE AGENDA ITEM (AS YOU WOULD LIKE IT TO APPEAR):
Contract for Building Plan Review & Inspection.

Motion: Approve contract for building plan review & inspection.

FISCAL IMPACT: additional reve. (FISCAL IMPACT ON CURRENT BUDGET MUST BE COMPLETED)

TYPE OF ACTION REQUESTED: FORMAL ACTION-MOTION
 INFORMATIONAL/DISCUSSION ONLY OTHER
 RESOLUTION/ORDINANCE

Signature of Person Requesting Action _____

TOWN CLERK'S RECOMMENDATION FOR PLACEMENT ON THE AGENDA: YES NO

RECOMMENDATION: _____

Asanchez 1-11-22
TOWN MANAGER/Town Clerk DATE (Section Completed by Staff)

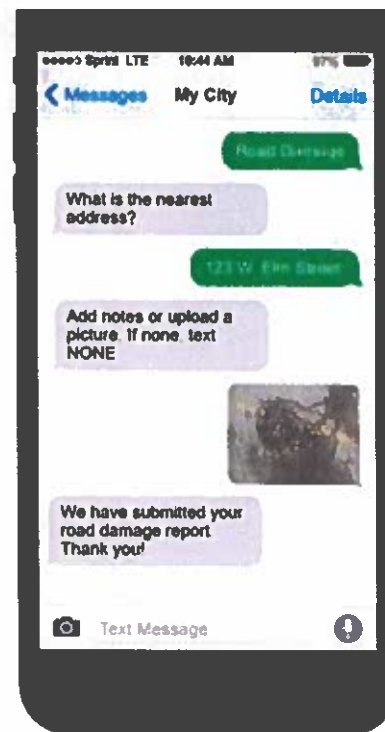
MAYOR'S APPROVAL FOR PLACEMENT ON THE AGENDA: YES NO

Patsy Armentis 1/11/22
MAYOR DATE (Section Completed by Staff)



TextMyGov
 P.O. Box 3784
 Logan, Utah 84323
 435-787-7222

Partnership Proposal



Introducing TextMyGov

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency’s website, address problems, report any issues and upload photos.

According to the Pew Research Center, *97% of smartphone owners text regularly.*

The technology analysts at Compuware reported that *80 to 90% of all downloaded apps are only used once and then eventually deleted by users.*

TextMyGov Solutions: *Communicate, Engage, Boost Website Traffic, Track, and Work*

Communicate

TextMyGov uses smart texting technology to communicate with citizens. Local government agencies can answer questions, send links to their website, and provide details on garbage pickup, utility payments, city news, events, office hours, just to name a few.

Engage

TextMyGov uses smart texting technology to engage with citizens. Citizens can easily report issues to any department, such as potholes, drainage problems, tall grass, junk cars. The issue reporting function can be customized for each department and their most commonly reported items. Agencies can engage citizens and ask specific guided questions regarding location, address, street name, and more. If your goal is to engage with citizens and get smart valuable data- You need TextMyGov.



Boost Website Traffic

TextMyGov uses smart texting technology to maximize a city's website. Citizens can text in keywords like festival, parking, ticketing, meeting, sporting event, etc. The smart texting technology can answer the question or send a link from the city's website with additional information. Local government agencies spend thousands of dollars each year on their website. TextMyGov is the best way to benefit from that investment. If your goal is to benefit from your website investment- You need TextMyGov.



Track

TextMyGov uses smart texting technology to track and record all the information that is sent in. Agencies can track the cell phone number, date, and time of every request. If your agency wants to be compliant with FOIA- You need TextMyGov.



Work

Smart texting uses detailed information to track a citizen's request or create a work order. Work orders and requests can be generated and completed. Smart texting allows you to easily collect information like name, location, street address, and allows the user to upload a photo. If your agency wants to track real requests and real work orders submitted by a real cell phone number- You need TextMyGov.

Implementation

Getting Started

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

Configuration

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

Media Kit

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

Unlimited Training and Support

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

Subscription Cost Breakdown

This quote represents a subscription to TextMyGov with an annual reoccurring charge for a period of two years. The agreement is set to automatically renew on the date of this agreement, after year two. See below for package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at www.TextMyGov.com/terms

Prepared for:
 Mammoth
 125 N. Clark St. P.O. Box 130 Mammoth, AZ
 85618
 John
 Schempf (j.schempf@townofmammoth.us)

Prepared by:
 Chris Tuckett
 Account Executive
 P.O. Box 3784
 Logan, UT 84323

Package	Package Price	Billing
TextMyGov Package includes: <ul style="list-style-type: none"> • TextMyGov Web-Based Software • Local Phone Number • Short Code Number (for outgoing messages) • Unlimited Users • Unlimited Departments • Unlimited Support for Every User • 10 GB Managed online data storage • 25,000 Text Messages per year • Additional text messages can be purchased for: (\$750 for 100,000), (\$550 for 50,000), (\$300 for 25,000) 	\$2,500	Annual
Implementation/Setup Fee	\$1200	One Time
Total (First Year):	\$3700	First Year
Total (Ongoing):	\$2,500	Annual

Notes:

1. This is a two-year contract. After the initial two years, the contract can be canceled by providing 60-day written notice.
2. After the initial two-year contract, the agreement will revert to a year to year.
3. Customer is required to put Text My Gov widget on the Agencies Web Home page.
4. This agreement and pricing was provided at the customer's request and is good for 30 days.

5. Customer is required to provide copy of W-9

Agreement Confirmation

Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

Billing Information

Billing Contact Name:

Title:

Email:

Office Phone:

Address:

(Please attach copy of W-9 or Tax Exemption form.)

Agreement Signature

Name:

Title:

Date:

Signature:

Twilio Contact Authorization

Twilio Authorized Contacts

Employee Name (1):

Email:

Business Title:

Job Position:

Phone Number:

Employee Name (2):

Email:

Business Title:

Job Position:

Phone Number:

I confirm that my nominated authorized representatives agree to be contacted by Twilio.

TOWN OF MAMMOTH

AGENDA ACTION FORM

AGENDA ITEM NO: _____	COUNCIL MEETING DATE: <u>1-20-2022</u>
-----------------------	--

Agenda Action Forms must be submitted to the Town Clerk no later than 10 days prior to Town Council Meeting. Agenda Action Forms are subject to review by Mayor, Town Manager and/or Town Clerk for completion and accuracy.

NAME OF PERSON PROPOSING ITEM: Annie Martinez DATE SUBMITTED: 12-17-21

BRIEF DESCRIPTION/SUMMARY OF THE AGENDA ITEM (AS YOU WOULD LIKE IT TO APPEAR):

new cemetery site - discussion on current cemetery status & need to find new site & new rules

Motion: discussion only

FISCAL IMPACT: UNKNOWN (FISCAL IMPACT ON CURRENT BUDGET MUST BE COMPLETED)

TYPE OF ACTION REQUESTED: _____ FORMAL ACTION-MOTION
 INFORMATIONAL/DISCUSSION ONLY _____ OTHER
_____ RESOLUTION/ORDINANCE

Signature of Person Requesting Action _____

TOWN CLERK'S RECOMMENDATION FOR PLACEMENT ON THE AGENDA: YES _____ NO

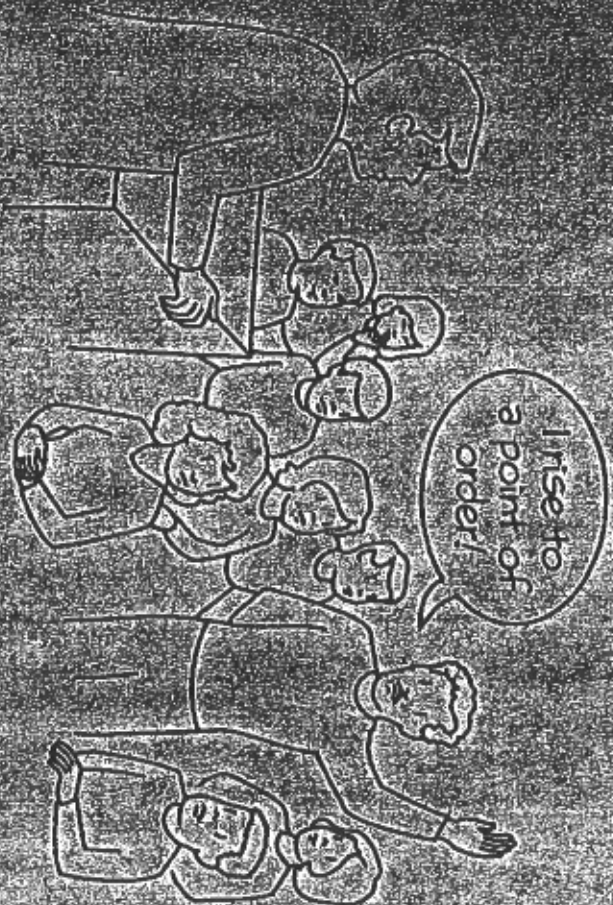
RECOMMENDATION: AGENDA AS NEW BUSINESS

[Signature] TOWN MANAGER/Town Clerk DATE 12/21/2021 (Section Completed by Staff)

MAYOR'S APPROVAL FOR PLACEMENT ON THE AGENDA: _____ YES _____ NO

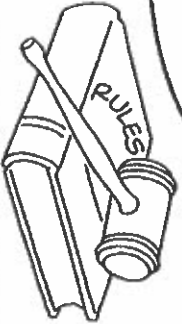
[Signature] MAYOR DATE 12.21.21 (Section Completed by Staff)

PARLIAMENTARY PROCEDURE



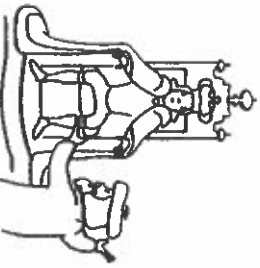
WHAT IS PARLIAMENTARY PROCEDURE?

It's a set of rules for conducting business at meetings and public gatherings.

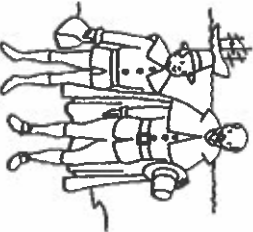


PARLIAMENTARY PROCEDURE HAS A LONG HISTORY

IT ORIGINATED in the early English Parliaments.



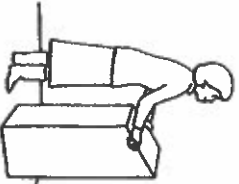
IT CAME TO AMERICA with the first European settlers.



IT BECAME UNIFORM in 1876, when Henry M. Robert published his manual on Parliamentary Law.



Today, *Robert's Rules of Order Newly Revised*, 9th Edition, is the basic handbook of operation for many clubs, organizations and other groups.



Note: A glossary and index are on page 14.

Scriptographic®
Product

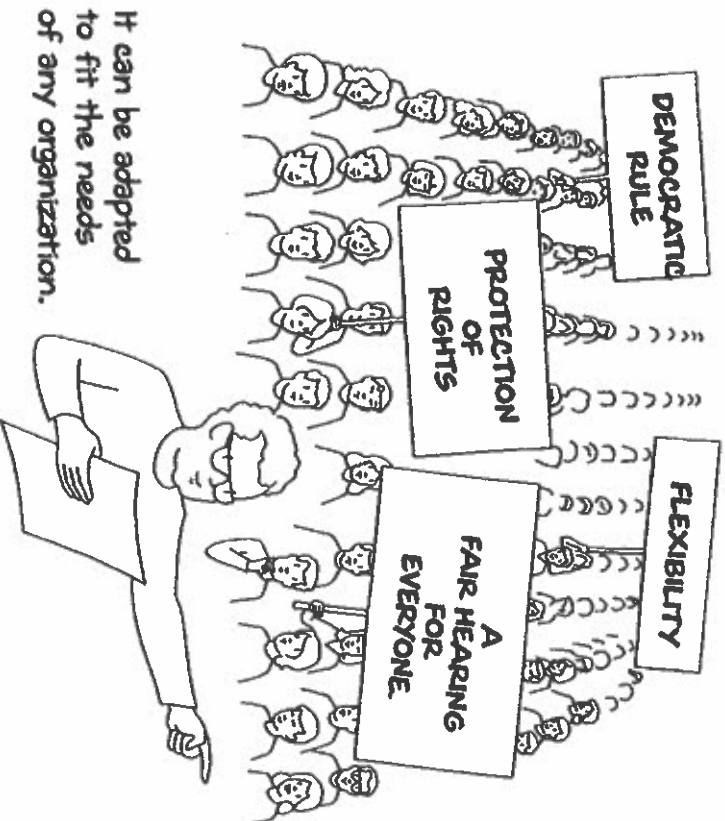
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Price List A
1999 Edition

WHY IS PARLIAMENTARY PROCEDURE IMPORTANT?

Because it allows everyone to be heard and to make decisions without confusion.

PARLIAMENTARY PROCEDURE MEANS:

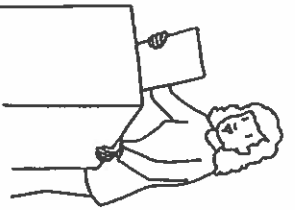


It can be adapted to fit the needs of any organization.

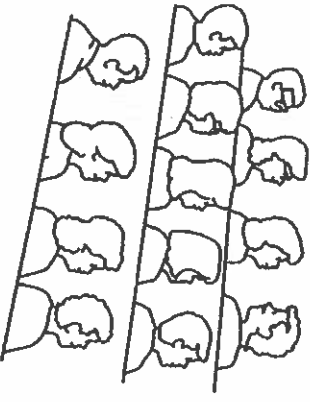
So, it's important for everyone to know these basic rules!

A FIXED AGENDA,

or order of business, is generally followed by organizations using parliamentary procedure. Here's a typical example:

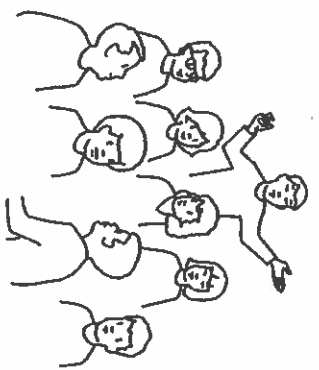


- 1. CALL TO ORDER**
If a quorum* is present, the chair (the person conducting the meeting) says, "The meeting will come to order."
- 2. MINUTES**
The secretary reads a record of the previous meeting.
- 3. OFFICERS' REPORTS**
This is often limited to a report from the treasurer, but others may report at this time.
- 4. COMMITTEE REPORTS**
First come reports from standing (permanent) committees, then from special (temporary) committees.
- 5. SPECIAL ORDERS**
This is important business previously designated for consideration at this meeting.
- 6. UNFINISHED BUSINESS**
This is business that has come over from the previous meeting.
- 7. NEW BUSINESS**
New topics are introduced.
- 8. ANNOUNCEMENTS**
These inform the assembly (the people at the meeting) of other subjects and events.
- 9. ADJOURNMENT**
The meeting ends by a vote or by general consent (or by chair's decision if time of adjournment was prearranged by vote).



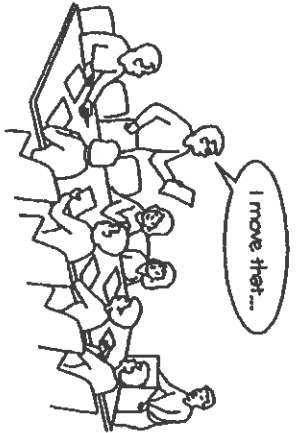
***A QUORUM** is the number or percentage of members that must be present for business to be conducted legally. The actual number is usually stated in the bylaws.

HOW DO MEMBERS GET THEIR SAY?

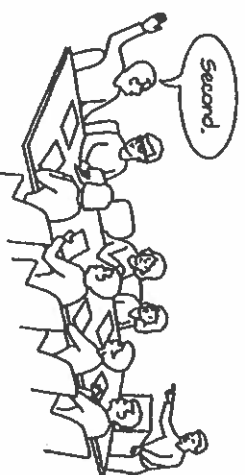


They make motions. A motion is a proposal that the assembly take a stand or take action on some issue. Members have a right to:

PRESENT MOTIONS
(make a proposal)



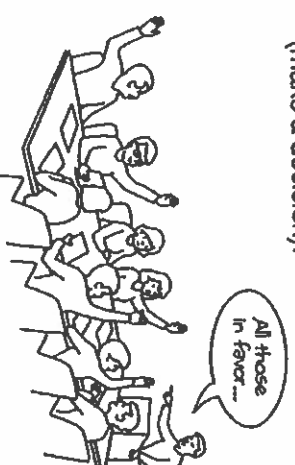
SECOND MOTIONS
(express support for discussion of another member's motion)



DEBATE MOTIONS
(give opinions on the motion)



VOTE ON MOTIONS
(make a decision).



THERE ARE 5 GENERAL TYPES OF MOTIONS

1 MAIN MOTIONS

These introduce subjects for consideration. They cannot be made when another motion is before the assembly. They yield to privileged, subsidiary and incidental motions.

For example:



2 SUBSIDIARY MOTIONS

These change or affect how the main motion is handled. (They are voted on before the main motion.)

For example:



3 PRIVILEGED MOTIONS

These concern special or important matters not related to pending business. In general, they are considered before other types of motions.

For example:



4 INCIDENTAL MOTIONS

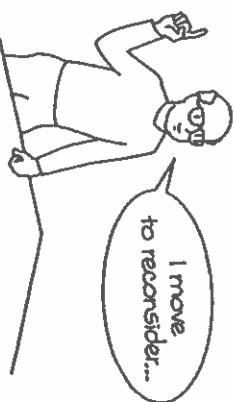
These are questions of procedure that arise out of other motions. They must be considered before the other motion. For example:



5 MOTIONS THAT BRING A QUESTION AGAIN BEFORE THE ASSEMBLY

These enable certain items to be reconsidered. In general, they are brought up when no business is pending.

For example:



SOME QUESTIONS RELATING TO MOTIONS:

IS IT IN ORDER?

Your motion must relate to the business at hand and be presented at the right time. It must not be obstructive, frivolous or against the bylaws.

MAY I INTERRUPT THE SPEAKER?

Some motions are so important that the speaker may be interrupted to make them. The original speaker regains the floor after the interruption has been attended to.

DO I NEED A SECOND?

Usually, yes. A second indicates that another member would like to consider your motion. It prevents spending time on a question that interests only one person.

IS IT DEBATABLE?

Parliamentary procedure guards the right to free and full debate on most motions. However, some subsidiary, privileged and incidental motions are not debatable.



CAN IT BE AMENDED?

Some motions can be changed by striking out or inserting wording, or both. Amendments must relate to the subject as presented in the main motion.

WHAT VOTE IS NEEDED?

Most require only a majority vote (more than half the members present and voting). But, motions concerning the rights of the assembly or its members need a 2/3 vote to be adopted.

CAN IT BE RECONSIDERED?

Some motions can be debated again and revoted to give members a chance to change their minds. The motion to reconsider must come from the winning side.

The table on pages 8 and 9 answers these questions for some specific motions.

PARLIAMENTARY PROCEDURE AT A GLANCE

Here are some motions you might make, how to make them, and what to expect of the rules.

TO DO THIS:	YOU SAY THIS:	MAY YOU INTERRUPT THE SPEAKER?	DO YOU NEED A SECOND?	IS IT DEBATABLE?	CAN IT BE AMENDED?	WHAT VOTE IS NEEDED?	CAN IT BE RECONSIDERED?
ADJOURN MEETING	"I move that we adjourn."	NO	YES	NO	NO	MAJORITY	NO
CALL AN INTERMISSION	"I move that we recess for..."	NO	YES	NO ①	YES	MAJORITY	NO
COMPLAIN ABOUT HEAT, NOISE, ETC.	"I rise to a question of privilege."	YES	NO	NO	NO	NO VOTE	NO
TEMPORARILY SUSPEND CONSIDERATION OF AN ISSUE	"I move to table the motion."	NO	YES	NO	NO	MAJORITY	NO ②
END DEBATE AND AMENDMENTS	"I move the previous question."	NO	YES	NO	NO	½	YES ③
POSTPONE DISCUSSION FOR A CERTAIN TIME	"I move to postpone the discussion until..."	NO	YES	YES	YES	MAJORITY	YES
GIVE CLOSER STUDY OF SOMETHING	"I move to refer the matter to committee."	NO	YES	YES	YES	MAJORITY	YES ④
AMEND A MOTION	"I move to amend the motion by..."	NO	YES	YES ⑤	YES	MAJORITY	YES
INTRODUCE BUSINESS	"I move that..."	NO	YES	YES	YES	MAJORITY	YES

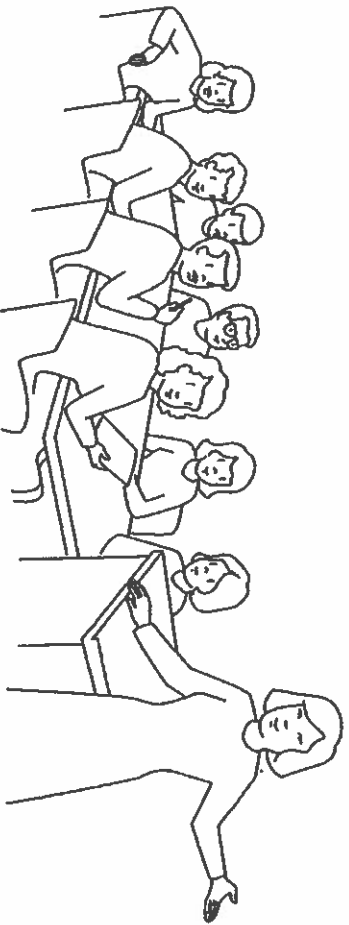
THE MOTIONS LISTED ABOVE ARE IN ORDER OF PRECEDENCE BELOW, THERE IS NO ORDER...

PROTEST BREACH OF RULES OR CONDUCT	"I rise to a point of order."	YES	NO	NO	NO	NO VOTE ⑥	NO
VOTE ON A RULING OF THE CHAIR	"I appeal from the chair's decision."	YES	YES	YES	NO	MAJORITY	YES
SUSPEND RULES TEMPORARILY	"I move to suspend the rules so that..."	NO	YES	NO	NO	½	NO
AVOID CONSIDERING AN IMPROPER MATTER	"I object to consideration of this motion."	YES	NO	NO	NO	¾ ⑦	YES ⑧
VERIFY A VOICE VOTE BY HAVING MEMBERS STAND	"I call for a division," or "Division!"	YES	NO	NO	NO	NO VOTE	NO
REQUEST INFORMATION	"Point of information..."	YES	NO	NO	NO	NO VOTE	NO
TAKE UP A MATTER PREVIOUSLY TABLED	"I move to take from the table..."	NO	YES	NO	NO	MAJORITY	NO
RECONSIDER A HASTY ACTION	"I move to reconsider the vote on..."	YES ⑨	YES	YES ⑩	NO	MAJORITY	NO

NOTES: ① Unless moved when no question is pending. ② Affirmative votes may not be reconsidered. ③ Unless vote on question has begun. ④ Unless committee has already taken up the subject. ⑤ Unless motion to be amended is not debatable. ⑥ Unless the chair submits to the assembly for decision. ⑦ A ¾ vote in negative is needed to prevent consideration of the main motion. ⑧ Only if the main question has not been debated yet. ⑨ Only if the speaker has the floor but has not actually begun to speak. ⑩ Unless the motion to be reconsidered is not debatable.

HOW DO I PRESENT MY MOTION?

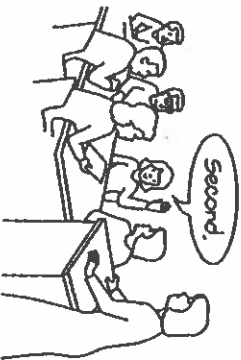
Here's what happens when you want a motion considered:



1 YOU WAIT FOR A SECOND

- Another member will say, "I second the motion."
- Or, the chair will call for a second.
- If there is no second, your motion will not be considered.

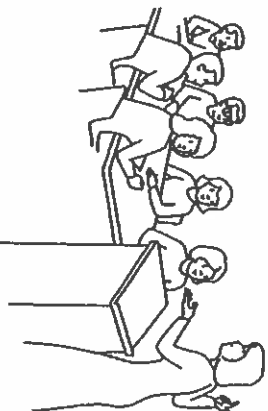
Motions made at the direction of a board or committee (of more than one person) do not require a second.



2 THE CHAIR STATES YOUR MOTION

- The chair must say, "It is moved and seconded that we..."
- After this happens, debate or voting can occur.

Your motion is now "assembly property," and you can't change it without consent of the members.



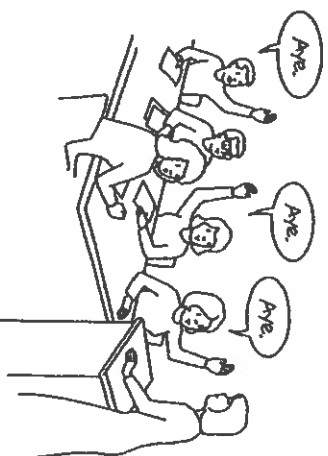
3 YOU EXPAND ON YOUR MOTION

- As the person who made the motion, you are allowed to speak first.
- Direct all comments to the chair.
- Keep to the time limit for speaking.
- You may speak again after all other speakers are finished.
- You may speak a third time by a motion to suspend the rules with a 2/3 vote.



4 THE CHAIR PUTS THE QUESTION

- The chair asks, "Are you ready for the question?"
- If there is no more debate, or if a motion to stop debate is adopted, a vote is taken.
- The chair announces the results.



1 YOU OBTAIN THE FLOOR

- Wait until the previous speaker is finished.
- Rise and address the chair.
- Say, "Mr. (or Madam) Chairperson" or "Mr. (or Madam) President."
- Give your name. The chair will recognize you by repeating it.



2 YOU MAKE YOUR MOTION

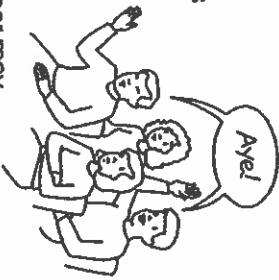
- Speak clearly and concisely.
- State your motion affirmatively.
- Say, "I move that we do..." instead of "I move that we do not..."
- Stay on the subject and avoid personal attacks.



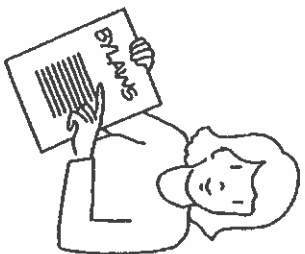
THE METHOD OF VOTING ON A MOTION

depends on the situation and on the bylaws of your organization. You may vote by:

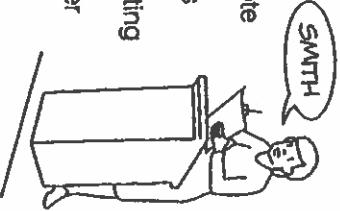
VOICE
The chair asks those in favor to say "aye" and those opposed to say "no" (for majority votes only). A member may move for an exact count.



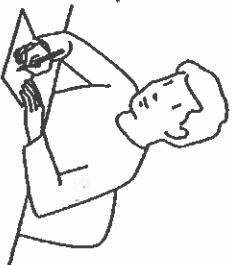
SHOW OF HANDS
Members raise their hands to verify a voice vote, or as an alternative to it. This does not require a count. A member may move for an exact count.



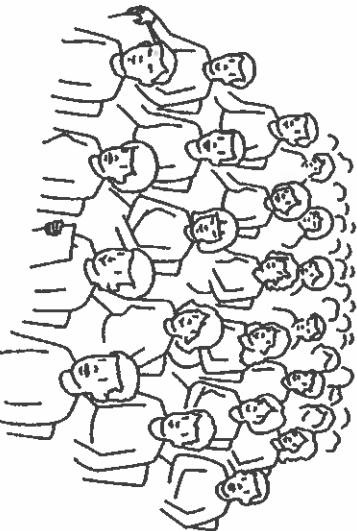
ROLL CALL
If a record of each person's vote is needed, each member answers "yes," "no" or "present" (indicating the choice not to vote) as his or her name is called.



BALLOT
Members write their vote on a slip of paper. This is done when secrecy is desired.

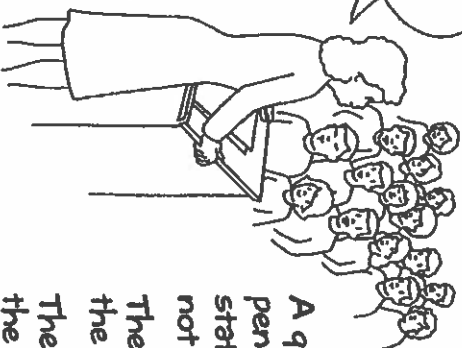


GENERAL CONSENT
When a motion isn't likely to be opposed, the chair says, "If there is no objection..." Members show consent by their silence. If someone says, "I object," the matter must be put to a vote.



MORE ABOUT VOTING

Are we ready for the question?



A question (motion) is pending when it has been stated by the chair but not yet voted on.

The best motion stated by the chair is the first pending. The main motion is always the last voted on.

A MOTION TO LAY ON THE TABLE

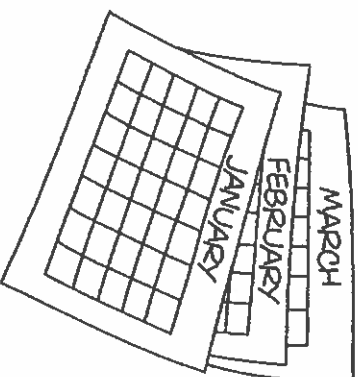
This motion is used to lay something aside temporarily to take care of a more urgent matter. It should not be used to prevent debate or to kill a question.

Members can "take from the table" a motion for reconsideration. This must happen by the end of the current or next session (depending on how soon the next session is scheduled).

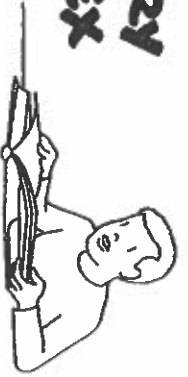


A MOTION TO POSTPONE INDEFINITELY

This is parliamentary strategy. It allows members to dispose of a motion without making a decision for or against. This is useful in case of a badly chosen main motion for which either a "yes" or "no" vote would have undesirable consequences.



GLOSSARY AND INDEX



500-

PARLIAMENTARY PROCEDURE HELPS GET THINGS DONE

✓ **MAKE MOTIONS**
that are in order.

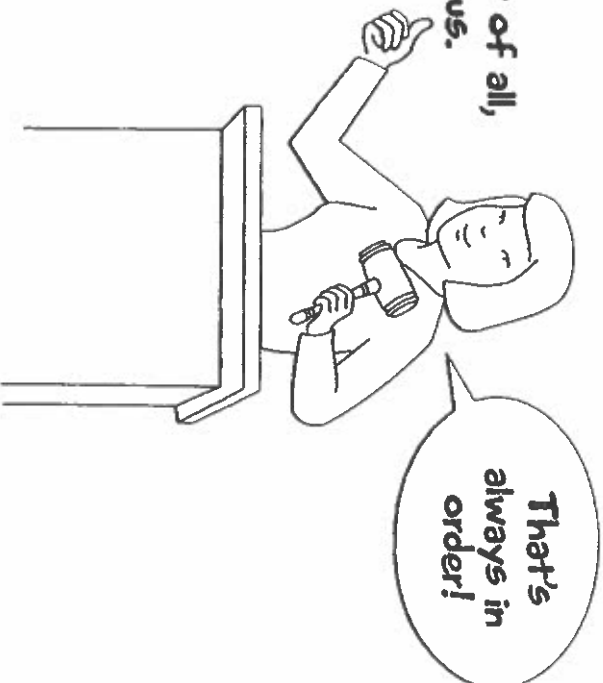
✓ **OBTAIN THE FLOOR**
properly.

✓ **SPEAK**
clearly and concisely.

✓ **OBEY**
the rules of debate.

And, most of all,
be courteous.

That's
always in
order!



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YOU AS A PUBLIC OFFICIAL

8. An officer or employee of another political subdivision, a public agency of another political subdivision, or any other public agency unless it is the same governmental entity being served who is voting on a contract or decision which would not confer a direct economic benefit or detriment upon the officer. Thus, a council member who is a school teacher may vote to enter into an intergovernmental agreement with the school district, unless such agreement would confer some direct economic benefit, such as a salary increase, upon the council member.
9. A member of a trade, business, occupation, profession, or class of persons and has no greater interest than the other members of that trade, business, occupation, profession, or class of persons. A class must consist of at least 10 members to qualify the interest as remote.
10. A relative who is an employee of any business entity or governmental entity that employs at least twenty-five employees within this state and who, in the capacity as an employee, does not assert control or decision-making authority over the entity's management or budget decisions.
11. The ownership of any publicly traded investments that are held in an account or fund, including a mutual fund, that is managed by one or more qualified investment professionals who are not employed or controlled by the officer or employee and that the officer or employee owns shares or interest together with other investors.

SUBSTANTIAL INTEREST is defined in this law as any nonspeculative pecuniary or proprietary interest, either direct or indirect, other than those that are remote.⁴⁵ In general, a conflict of interests will result when an officer or employee of a city or town or relative of an officer or employee is involved in substantial ownership or salaried employment with a private corporation doing business with the city or town. For example, if a council member owns or is employed by a lumberyard selling to the city, then a conflict may exist. On the other hand, if the council member is the lawyer for that lumberyard, or if the council member leased land to the lumberyard, then it is possible that no conflict exists.

A public officer or an employee may sell equipment, material, supplies, or services to the municipality in which the officer or employee serves if this is done through an award or contract let after public competitive bidding.⁴⁶ An exception to this law allows cities and towns to purchase supplies, materials, and equipment from a member of the council without going to public competitive bid as long as the single transaction does not exceed \$300 and the annual total of such transactions with a member of the council does not exceed \$1,000.⁴⁷ The city or town must adopt a policy governing such purchases and must approve this policy on an annual basis. All transactions above these limits must take place as a result of public competitive bidding. However, the city or town officer or employee would not be allowed to influence the bidding process in any way and must make known in a timely manner such interest in the official records of the city or town.

The attorney general has concluded that there is no statutory restriction on a school board member or employee bidding on property being sold by the district, as long as the board member or employee publicly discloses such interest in the property being sold and refrains from participating in any manner in the decision to sell the property.⁴⁸

Agency Handbook

Arizona Revised Statute §41-192(A)(8) (<http://www.azleg.state.az.us/FormatDocument.asp?inDoc=/ars/41/00192.htm&Title=41&DocType=ARS>) requires the Attorney General to “compile, publish and distribute to . . . persons and government entities on request, at least every ten years, the Arizona agency handbook.” Due to the high cost of publishing, the current version of the Handbook is posted on the Attorney General’s Web site to satisfy this statutory requirement. (Revised 2018)

ARIZONA AGENCY HANDBOOK



PREFACE

contracts for the district and has a relative, other than a spouse or dependent, who is a teacher in the district, the board member's interest is remote, and he or she may participate in the decision. See Ariz. Att'y Gen. Op. 100-013. However, if the school board member's dependent is a teacher covered by the contract, the board member must then disclose his or her dependent's interest and refrain from participating in the decision, because the interest is no longer remote. A.R.S. § 38-502(11). Section 38-503(D) prohibits the governing board of a school district or community college district from employing a person who is a member of a governing board or who is the spouse of a member of the governing board. See also A.R.S. §§ 15-421(D), -1441(H).

8.4.10 Interests of Other Agencies. A public officer or employee may participate in a decision that indirectly affects a relative who is an officer or employee of another public agency or political subdivision. A.R.S. § 38-502(10)(i),(i)-(ii). For example, the head of the state agency responsible for allocating funds to local governments could participate in such decisions even though his or her spouse was an officer or employee of the local government. If, however, the decision confers a direct economic benefit or detriment to the spouse, such as a decision to terminate funding for a program which would result in the termination of a spouse's employment by the local government, a conflict of interest is present. Ariz. Att'y Gen. Op. 187-051.

8.4.11 Class Interests. If the public officer or employee or a relative is a member of a trade, business, profession, or other class of persons consisting of at least ten members, and his or her interest is no greater than the interest of the other members of the class, the public officer or employee has a remote interest in any decision affecting the class. A.R.S. § 38-502(10)(j). For example, if members of the State Board of Dental Examiners were considering approving a rule prohibiting certain types of advertising, the interest of the dentists on the Board in the decision would be no greater than that of other licensed dentists and, therefore, they would not have to disclose the interest and would be allowed to participate in the decision regarding that rule. See, e.g., Ariz. Att'y Gen. Op. 179-142.

However, if a board member's judgment on a board matter is affected by the special interest of the professional association, a conflict of interest could arise. For example, in *Gibson v. Berryhill*, 411 U.S. 564 (1973), the Alabama Board of Optometry, which was comprised solely of independent practitioners, was disqualified from deciding whether optometrists employed by corporations engaged in unprofessional conduct because they were aiding and abetting the illegal practice of optometry. The Alabama District Court determined that the corporation, Lee Optical, "did a large business in Alabama, and that if it were forced to suspend operations the individual members of the Board, along with other private practitioners of optometry, would fall heir to this business." See *Gibson v. Berryhill*, 411 U.S. 564, 571 (1973). The U.S. Supreme Court affirmed the district court's determination that the pecuniary interests of the members of the Alabama Board of Optometry were sufficient to disqualify them. See *Gibson v. Berryhill*, 411 U.S. 564, 579 (1973).

8.5 Contracts for Supplies or Services. If a public officer or employee wishes to supply goods or services to his or her agency, the contract must be awarded pursuant to

City Charter Provisions

If you are holding office in a charter city, there may be additional limitations placed on your ability to hold other public offices. We suggest you consult the charter or your city attorney on any such provisions.

Attorney General Opinions

The Attorney General has issued a number of opinions on the topic of incompatibility of office. Of particular interest to cities and towns:

1. State employees subject to the State Personnel Commission may not hold the position of city or town council member, if the council position is compensated.⁹³
2. The positions of school board member and council member could be held by the same individual because the school board position was uncompensated.⁹⁴
3. A legislator may not assume an elective office in a charter city during the legislative term for which he or she was elected.⁹⁵
4. The duties of a county supervisor are not inherently inconsistent with the duties imposed on a member of the Arizona Board of Regents.⁹⁶

League General Counsel Opinions

The League's General Counsel has been requested on a number of occasions to issue opinions on possible instances of incompatible offices. The following is a list of these opinions:

1. One individual in a non-chartered city cannot hold the positions of mayor and police judge at the same time.⁹⁷
2. The compensated positions of city alderman and volunteer fireman could not be held at the same time by one individual because aldermen can only receive the specific compensation designated by law for their service as aldermen.⁹⁸
3. A police judge, during absence from his post, may request another police judge or justice of the peace from a neighboring city or town to serve in his post. The city or town should, however, adopt an ordinance authorizing this arrangement.⁹⁹
4. The General Counsel of the League also suggests that the offices of town manager and police magistrate not be held by one individual.

Before an employee accepts another public office, local ordinance provisions and personnel rules and regulations should be consulted. For particular employees there may be departmental regulations that also govern such activities.

NEPOTISM

As a city or town official, you must exercise caution when your relatives are being considered for appointment to offices or positions of employment with the city or town. Arizona's anti-nepotism statute prohibits public officials from appointing their relatives to offices or positions of employment compensated from public funds.¹⁰⁰

Specifically, any executive, legislative, ministerial, or judicial officer cannot appoint or vote for (or even suggest, arrange, or be a party to) the appointment of a relative who is related by blood or marriage "within the third degree" to a paid office or position of employment. Public officers of a city or town subject to this restriction would include mayors, council members, appointed officials, and department heads.

As mentioned above, the law prohibits the appointment of relatives by blood or marriage "within the third degree." To apply this law accurately, there is a method to compute whether a person is related within what is legally defined as the "third degree." In summary, this method of computation would prohibit a public officer from appointing or participating in the appointment of the following in-laws or blood relatives: a husband or wife, brother or sister, parent or child, great grandparents, grandfathers, grandchildren, great grandchildren, uncles or aunts, and nephews or nieces.¹⁰¹ To illustrate, the Attorney General found that the wife of a justice of the peace could be appointed by her husband to perform the function of setting bail.¹⁰² This Opinion was based in part on the fact that the public official's wife was not compensated for these duties. In another Attorney General's Opinion a justice of the peace could not appoint his wife's sister to a compensated position of clerk without violating this law.¹⁰³

One important question is whether a city or town employee can continue employment after a relative within the third degree has assumed a position on the city or town council or some other position with appointment authority. In addressing a situation of this nature, the General Counsel of the League was of the opinion that an employee could continue employment even though a relative was elected to the city or town council.¹⁰⁴ However, if a situation arises where the employee's appointment or reappointment is placed before the council, the relative on the council should not participate in any way in that decision.¹⁰⁵

TOWN OF MAMMOTH

AGENDA ACTION FORM

AGENDA ITEM NO: _____ COUNCIL MEETING DATE: 1-20-22

Agenda Action Forms must be submitted to the Town Clerk no later than 10 days prior to Town Council Meeting. Agenda Action Forms are subject to review by Mayor, Town Manager and/or Town Clerk for completion and accuracy.

NAME OF PERSON PROPOSING ITEM: Annie Martinez DATE SUBMITTED: 1-12-22

BRIEF DESCRIPTION/SUMMARY OF THE AGENDA ITEM (AS YOU WOULD LIKE IT TO APPEAR):

Discussion & approval of creating a sign-in^{out} sheet for Council members interaction with Town Mgr / Town Clerk
 Motion: Approve creating sign in/out log for Council members interacting with Town Manager / Town Clerk, with time & subject.

FISCAL IMPACT: ∅ (FISCAL IMPACT ON CURRENT BUDGET MUST BE COMPLETED)

TYPE OF ACTION REQUESTED: FORMAL ACTION MOTION
 INFORMATIONAL/DISCUSSION ONLY OTHER
 RESOLUTION/ORDINANCE
By email
 Signature of Person Requesting Action

TOWN CLERK'S RECOMMENDATION FOR PLACEMENT ON THE AGENDA: YES NO
 RECOMMENDATION: Per atty.
A. Sanchez 1-13-22
 TOWN MANAGER/Town Clerk DATE (Section Completed by Staff)

MAYOR'S APPROVAL FOR PLACEMENT ON THE AGENDA: YES _____ NO
Patsy Armenta 1-13-22
 MAYOR DATE (Section Completed by Staff)