



AGENDA

6:00 P.M.

SPECIAL CITY COUNCIL MEETING

TUESDAY, May 26, 2015

MEETING LOCATION: SAFFORD LIBRARY PROGRAM ROOM ♦ 808 S 7TH AVENUE, SAFFORD, ARIZONA

Pursuant to Section 2.04.100 of the Municipal Code, the Council may meet in a Council Special Meeting which shall be open to the general public.

No call to the public shall be authorized.

▪ *A copy of agenda background material provided to Council members, with the exception of material relating to possible executive sessions, is available for public inspection at the City Clerk's Office, 717 Main Street. Monday – Thursday 7:00 a.m. – 6:00 p.m. and on the City's website at: www.cityofsafford.us*

1. **WELCOME AND CALL TO ORDER:** (Reminder: Please turn off cell phones)
2. **ROLL CALL:**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Mayor Gibbs will lead the Pledge of Allegiance to the Flag.
4. **OPENING PRAYER:** Dr. Phillip Tutor will offer the Opening Prayer.
5. **CITIZEN COMMENTS ON AGENDA ITEMS:**
6. **NEW/OLD BUSINESS:**
 1. Consider a request to renew Turf Paradise Off-track Parimutuel Wagering License for Safford Bowl. The term of the permit is from June 1, 2015 through May 31, 2018. (Staff, Georgia Luster) **INFORMATION/DISCUSSION/ACTION**
 2. It is Staff's recommendation not to make changes to Police Department Skill Based Salary Program; Overtime & Compensatory Time; Staff Leaves & Absences; Sick Leave & FMLA; Extension of Leave beyond 12 Work Weeks; Holiday Pay; Travel Expenses; Uniform Allowance; Education Assistance; and Pension for Volunteer Firefighters. (Staff, Cliff Davis)
INFORMATION/DISCUSSION/ACTION
 3. Review the "Employee Safety Reward Program" and its effectiveness. It is Staff's recommendation to not make any changes to the "Employee Safety Reward Program" at this time. (Staff, Cliff Davis)
INFORMATION/DISCUSSION/ACTION
7. **CONSENT RESOLUTIONS:**
 1. Consider approving and adopting Resolution Number 15-014 amending Section 0800, Compensation Plans, of the City of Safford Personnel Manual, establishing an Employee Service Recognition Program. (Staff, Cliff Davis) **INFORMATION/DISCUSSION/ACTION**
 2. Consider approving and adopting Resolution Number 15-015, amending section 0900, establishing an interim pay for department head, director levels, and supervisor or administrative levels. (Staff, Cliff Davis) **INFORMATION/DISCUSSION/ACTION**
 3. Consider approving and adopting Resolution Number 15-016 amending Section 2000, Vacations, of the City of Safford Personnel Manual. (Staff, Cliff Davis)
INFORMATION/DISCUSSION/ACTION
 4. Consider approving and adopting Resolution Number 15-017 amending Section 2300, Staff/Sick/Funeral Leave, of the City of Safford Personnel Manual. (Staff,



AGENDA

6:00 P.M.

SPECIAL CITY COUNCIL MEETING

MONDAY, May 26, 2015

MEETING LOCATION: SAFFORD LIBRARY PROGRAM ROOM ♦ 808 S 7TH AVENUE, SAFFORD, ARIZONA

If authorized by a majority vote of the Common Council of the City of Safford, and pursuant to Arizona Revised Statutes §38-431.03 et seq., the Council may adjourn the meeting at any time and move into Executive Session for consultation with the attorney of the public body. Executive session will not be open to the public.

Pursuant to Title II of the Americans with Disabilities Act (ADA), persons with a disability may request reasonable accommodations by contacting City Hall at (928)432-4000, forty-eight (48) hours prior to the meeting.

Cliff Davis) **INFORMATION/DISCUSSION/ACTION**

- 5. Consider approving and adopting Resolution Number 15-018 amending *Section 2400 Sick Leave Bank*, of the City of Safford Personnel Manual and replacing it with a Donated Leave Program. (Staff, Cliff Davis)

INFORMATION/DISCUSSION/ACTION

- 6. Consider approving and adopting Resolution Number 15-019 revising employee retiree health insurance subsidy. (Staff, Cliff Davis)

INFORMATION/DISCUSSION/ACTION

8. MONTHLY/QUARTERLY REPORTS:

- 1. Police Report
- 2. Building Inspection Report
- 3. Public Works Report
- 4. Human Resources Report
- 5. Clerk’s Office Report
- 6. Library Report
- 7. Utilities Consumption/Water Production Reports
- 8. Projects Planning and Grants Administration
- 9. Prosecution Report
- 10. Airport Report
- 11. Expense Report over \$5,000
- 12. Purchasing Card Report

INFORMATION/DISCUSSION

9. CONTRACTS, AGREEMENTS, BIDS:

- 1. Consider ratifying the existing Sole Source Contract with Mikes Drilling, L.L.C. (Staff, Jenny Howard) **INFORMATION/DISCUSSION/ACTION**

10. MEETINGS/ACTIVITIES HELD OR TO BE HELD BY COUNCIL OR STAFF:

- Monday, June 8th Regular Council Meeting – Adopt Tentative Budget
- Monday, June 22nd Council Meeting – Public Hearing to adopt Final Budget
- Thursday, July 4th – 4th of July Holiday
- Monday, July 13th - Regular Council Meeting – Adopt Tax Levy
- Monday, July 27th – Council Meeting

11. COUNCIL OR STAFF REQUESTS FOR AGENDA ITEMS:

12. CITIZEN COMMENTS ON NON-AGENDA ITEMS:

13. ADJOURN:

Georgia Luster, MMC, City Clerk



CITY COUNCIL COMMUNICATION

TO: Mayor and Council
FROM: Georgia Luster, City Clerk
SUBJECT: Turf Paradise Off-track Parimutuel Wagering License for Safford Bowl
DATE: Tuesday, May 26, 2015 at 6:00 p.m.

Purpose and Recommended Action: Mr. David Johnson, Agent, submitted a request to renew Turf Paradise Off-track Parimutuel Wagering License for Safford Bowl. The term of the permit applied for is from June 1, 2015 through May 31, 2018.

The Council approved the initial request for Turf Paradise to renew its Off-track Parimutuel Wagering License for Safford Bowl three years ago. Mr. Johnson submitted a copy of the Permit to Operate Additional Wagering Facilities.

It is recommended the Mayor and Council approve Mr. Johnson's request.

Attachments: Letter of Request



May 19, 2015

Georgia Luster
City Clerk
City of Safford
P.O. Box 272
Safford, AZ. 85548-0272

Dear Georgia,

Turf Paradise respectfully requests to renew its Off-track Parimutuel Wagering license for Safford Bowl, located at 410 E. 4th St., Safford, Arizona. Turf Paradise is currently in the process of renewing its Permit to Operate Additional Wagering Facilities with the Arizona Department of Racing. The term of the permit applied for is from June 1, 2015 through May 31, 2018. Therefore, we ask that the term of the license for Safford Bowl be valid until that date. A copy of the Permit to Operate Additional Wagering Facilities will be forwarded to you upon receipt.

Applicant: David Johnson, Agent
Safford Bowl
410 E. 4th Street
Safford, AZ. 85546

Thank you for your attention to this matter. If you have any questions or concerns please contact me at (602) 375-6431.

David Johnson
Vice President



Turf Paradise



CITY COUNCIL COMMUNICATION

TO: Mayor and Council
FROM: Clifford Davis, Human Resource Officer
SUBJECT: Employee Benefits
DATE: Tuesday, May 26, 2015 at 6:00 p.m.

Purpose and Recommended Action:

Final discussion of the following benefits:

- Police Department Skill Based Salary Program
- Overtime & Compensatory Time
- Staff Leaves & Absences
- Sick Leave & FMLA
- Extension of Leave beyond 12 work weeks
- Holiday Pay
- Travel Expenses
- Uniform Allowance
- Education Assistance
- Pension for Volunteer Firefighters

It is Staff's recommendation not to make changes to the aforementioned benefits at this time. **INFORMATION/DISCUSSION/ACTION**

Background:

Below is a summary of current benefits offered to City of Safford Employees as presented at the May 11, 2015 City of Safford, City Council Meeting.

Police Department Skill Based Salary Program

Effective Date: revised September 2005

Purpose: In the Police Department, Police Officers, Detective, Police Sergeant and Detective Sergeant are eligible for skill based pay in an effort to hire and maintain excellent career officers and to promote efficient skill acquisition to provide the best service possible to our community.

Eligibility: Police Officers, Detectives, Police Sergeants and Detective Sergeants

Details: We have identified "Critical Skills" which receive a 5% increase for each skill not to exceed 10%. Currently, the "Critical Skills" are: 4 year degree, Spanish and/or Firearms Instructor/Armorer Certification. Note: The City of Safford recognizes the importance of having bilingual employees to communicate with the citizens of Safford in order to meet their needs. Currently only members of the police department receive this pay however if another department feels that the citizens will be better served by having this skill available the department head could petition the HR department for similar compensation.

Overtime

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: Salary administration and eligibility for overtime payments

Eligibility: All classified non-exempt employees, unless otherwise identified, for hours worked in excess of forty (40) hours during any work week. Work week begins Saturday at 12:00 AM and ends Friday 11:59 PM.

Details: Non-exempt employees who have more than 40 hours per week shall be awarded overtime at the rate of one and one-half hours for each hour of overtime worked. Overtime applies to hours over 40 in a work week not to hours over 8 in a day. Attaining the 40 hours can be from vacation, sick, holiday and hours actually worked.

Compensatory Time

Effective Date: Revised July 29, 2014, originally adopted December 13, 1999

Purpose: The City's objective is to provide the highest level of service to its citizens at all times. To provide quality service and control costs, the City provides a compensatory time off program in lieu of overtime pay for work.

Eligibility: Non-exempt employees that exceed 40 hrs/week

Details: Compensatory time is accrued at the same rate as overtime; one and one-half hours of the compensatory time is granted for every hour worked. Compensatory time applies to hours over 40 in a week not to hours over 8 in a day. Attaining the 40 hours can be from vacation, sick, holiday and hours actually worked. Employees may accumulate a maximum of 120 hours in a year and is paid out twice per year (2nd pay period in June and 2nd pay period in November).

Staff Leaves & Absences

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: To address pay for staff leave for Jury Duty, Subpoena, Military, Voting and other political Duty Leave

Eligibility: All employees

Details: Leave of absence without loss of pay, length of service or efficiency rating for Jury Duty, Subpoena, Military, Voting or other Political Subdivision Duty Leave. It is recognized that no employee is exempt from jury duty and that leaves of absence for such duty must be granted. In addition, we recognize the fact that its employees have citizenship responsibilities, and, in order to make it possible for employees to carry out their responsibilities to the city, county, state, or nation, leaves will be granted, in addition to jury duty, for court appearances pursuant to a lawfully issued subpoena or other court order, and when called to attend field training services for the Military Reserve or National Guard. Additional to these leaves, the City recognizes the rights of it's employee to vote in State of Arizona General Election Day and to provide time off to vote as outlined in A.R.S. 16-402.

Sick Leave and FMLA

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: Provide a means to take time off with pay when time off does not qualify for FMLA...3 day rule for FMLA qualifying event

Eligibility: Employees with one full year of service or more

Details: Not more than three (3) days of compensated sick leave in each fiscal year may be taken in cases in which an employee's presence is required elsewhere because of sickness or disability to employee's immediate family, unless FMLA procedures are followed. In each case, the Human Resources Coordinator shall grant such sick leave only when, in the opinion of the Human Resources Coordinator, the relationship of the sick or disabled person to the employee, i.e., spouse, parent, in-law, legal guardian, children warrants such use of sick leave.

Extension of Leave Beyond 12 Work Weeks

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: Provide a means for granting additional time off once the employee has exhausted the 12 week FMLA provision and need additional time off.

Eligibility: Regular full-time employees that exhaust the 12 week FMLA provision

Details: Regular full-time employees may request an extension of a leave of absence beyond the 12 work weeks provided above where additional time off is necessitated by the employee's condition. In no event will a leave of absence be granted for a period of time in excess of a total of six (6) months (including the 12 work weeks provided above). Upon returning to work from a leave of absence of more than 12 work weeks, the City will attempt to place the employee in their previous position or a comparable position if one is available.

Holiday Pay

Effective Date: Revised June 7, 2011, originally adopted December 13, 1999

Purpose: Establish paid holidays

Eligibility: All regular full-time and part-time employees of the City who work at least twenty (20) hours per week

Details:

January 1, "New Year's Day"

Third Monday in January, "Martin Luther King, Jr./Civil Rights Day"

Last Monday in May, "Memorial Day"

July 4, "Independence Day"

First Monday in September, "Labor Day"

November 11, "Veteran's Day"

Fourth Thursday in November, "Thanksgiving Day"

The last five hours of the work day on "Christmas Eve" if "Christmas" falls on Tuesday through Thursday
December 25, "Christmas Day."

If "New Year's Day," "Independence Day," "Veteran's Day" or "Christmas Day" falls on Friday or Saturday, the preceding Thursday shall be observed as the holiday, and if they fall on Sunday, the following Monday shall be observed as the holiday. All holidays observed by the City of Safford shall be observed as a ten (10) hour holiday, with the exception of Christmas Eve, for all full time regular employees. Part time employees receive a pro-rated holiday compensation.

Public Safety and other essential service employees may be required to be on duty on holidays in the interest of the public health, safety or general welfare of the City.

Note: Friday immediately "Thanksgiving Day" and President's Day were forfeited when we moved to the 4 x 10 schedule

Travel Expenses

Effective Date: Adopted September 22, 2003; Resolution No. 03-037

Purpose: When employees and appointed officers are on occasion required to travel in their duties and official capacity, such employees and appointed officers required to travel and incur expenses should be fairly compensated for those expenses and city owned vehicles are not always available. The City of Safford will compensate its employees and appointed officers for authorized travel expenses and mileage allowance on approved and official business.

Eligibility: All employees and appointed officers based on preapproval

Details: Personal vehicles of employees and appointed officers are not to be used unless (1) such use is provided for in personal employment contracts or (2) the City Manager and his designee authorizes such use when adequate city owned vehicles are not available or for other good cause.

Section 1. Transportation

Privately owned vehicles - Use of privately owned vehicles authorized by the City Manager or his designee will be reimbursed at the mileage rate authorized for reimbursement by the United States

General Internal Revenue Service in effect at the time the travel is incurred or as provided in a personal service contract.

Public transportation - Public transportation will be reimbursed at the actual cost of coach fare that is supported by submitted receipt. Public transportation includes aircraft, bus, rail, boat, rental cars and aircraft, taxis or chartered modes of transportation as required under the circumstances.

Section 2. Meals and Lodging

Normal circumstances - Reimbursement for meals and lodging will be made at the daily rate published by the United States General Services Administration for the locality in which travel is incurred.

Special circumstances - It is recognized that special circumstances may exist where compensation based on the General Services Administration's daily rate is not reasonable due to the nature of the event for which meals and lodging are required. Such events, with prior approval of the City Manager, may be compensated at actual cost based on submitted receipt.

Section 3. Telecommunications

Telecommunications charges incurred for official business will be reimbursed at the actual cost as supported by receipt. One communication per day to one's personal residence not in excess of five minutes will be considered official business.

Section 4. Approved Schools, Conferences, and Conventions

All registration fees for schools, conferences, and conventions approved by the City Manager or his designee and included in the budget will be reimbursed as supported by receipt if not paid directly by City.

Section 4. Other Travel Provisions

Combination travel – Travel that includes both City and personal travel or travel for another organization will be reimbursed only to the extent of the portion attributable to City business.

Travel advances – Travel advances may be made if requested in an amount estimated to equal the qualifying expenses to be incurred. Such requests should be made to the director of the Department of Administrative Services on a form to be provided by the director.

Note: Current rate for mileage reimbursement is \$.575/mile per the IRS

Uniform Allowance

Effective Date: unknown

Purpose: To provide a united, professional appearance to citizens of the City of Safford. It allows staff to be easily recognizable in the case of Police Officers in addition for safety reasons.

Eligibility: Sworn Police Officers, All non-administrative Utilities and Public Works employees

Details: Specifically identified positions at the City of Safford participate in a uniform allowance or uniform provision program. Sworn employees (Police) have an allowance for their uniform purchases; the City provides uniforms to employees in non-sworn position when it is required that the employee wear a uniform on the job. \$68,214.35 for boots and linen (approximately \$10,000 is for boots)

Education Assistance

Effective Date: Procedures revised March 2, 2015, previously revised May 9, 2005, originally adopted December 13, 1999

Purpose: The City of Safford encourages its employees to improve their skills and knowledge, and to acquire the education necessary that will mutually benefit the City of Safford and the employee. The purpose of the Education Assistance Policy is to promote professional development for employees and to provide financial assistance for continued education opportunities.

Eligibility: Regular full-time employees that successfully complete one year of employment and have a satisfactory performance rating

Details: This is a shared responsibility between the employee and the City of Safford since the City of Safford will not be able to pay all costs in obtaining continued education. Education assistance is not an entitlement and shall be subject to the availability of funds. Eligible employees may receive reimbursement for Academic costs which include tuition, fees and course/lab fees and textbooks. The total maximum education assistance amount is up to \$5,250 per fiscal year, July 1st to June 30th, per employee (this amount is in accordance with the Internal Revenue Service Tax Code which allows for

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tax-free exemption of employer provided educational assistance). Non-reimbursable expenses include expenses for meals, lodging, transportation, tools or supplies (other than textbooks) that you can keep after completing the course of instruction. Eligible courses are those taken through an accredited college or university (including online coursework) to complete an Associates, Bachelor's or Master's degree. In addition, courses or exams taken for job-related vocational/professional certifications from a recognized and accepted association that's results in a license or certification also qualify. Employee will have no obligation to pay employer for payment installments made toward Education Assistance unless employee fails to obtain the agreed upon degree or certification in a timely manner or if there is a separation of employment, voluntarily or involuntarily. In the event of a separation of employment or if the employee does not complete the agreed upon degree or certification in a timely manner, the employee shall immediately pay, without demand, an amount equal to that installment payment and all later installment payments in the following manner:

Time Elapsed from Program Completion Date or Last Completed Course(s)	Percentage of Repayment Applicable to Education Assistance Reimbursement (Amount Received Prior to Termination)
12 months or less	100%
More than 12 months, but less than 24 months	75%
More than 24 months, but less than 36 months	50%
More than 36 months, but less than 48 months	25%

Pension for Volunteer Firefighter

Effective Date: Unknown

Purpose: To provide Volunteer Firefighters a retirement pension and in compliance with ARS 9-967 (2014) Pension for volunteer Firefighter

Eligibility: A Volunteer Firefighter having served as a member of a fire department for 25 years or more, or who has reached 60 years of age and served twenty years or more on the Fire Department

Details: Qualified and retired Volunteer Firefighters receive a monthly pension of \$200.00. A volunteer Firefighter pays 7% of their gross wages and the City of Safford matches the volunteer Firefighter's 7% at a 100%.



CITY COUNCIL COMMUNICATION

TO: Mayor and Council
FROM: Clifford Davis, Human Resource Officer
SUBJECT: Employee Safety Reward Program
DATE: Tuesday, May 26, 2015 at 6:00 p.m.

Purpose and Recommended Action: Review the “Employee Safety Reward Program” and its effectiveness. It is Staff’s recommendation to not make any changes to the “Employee Safety Reward Program” at this time. **INFORMATION/DISCUSSION/ACTION**

Background:

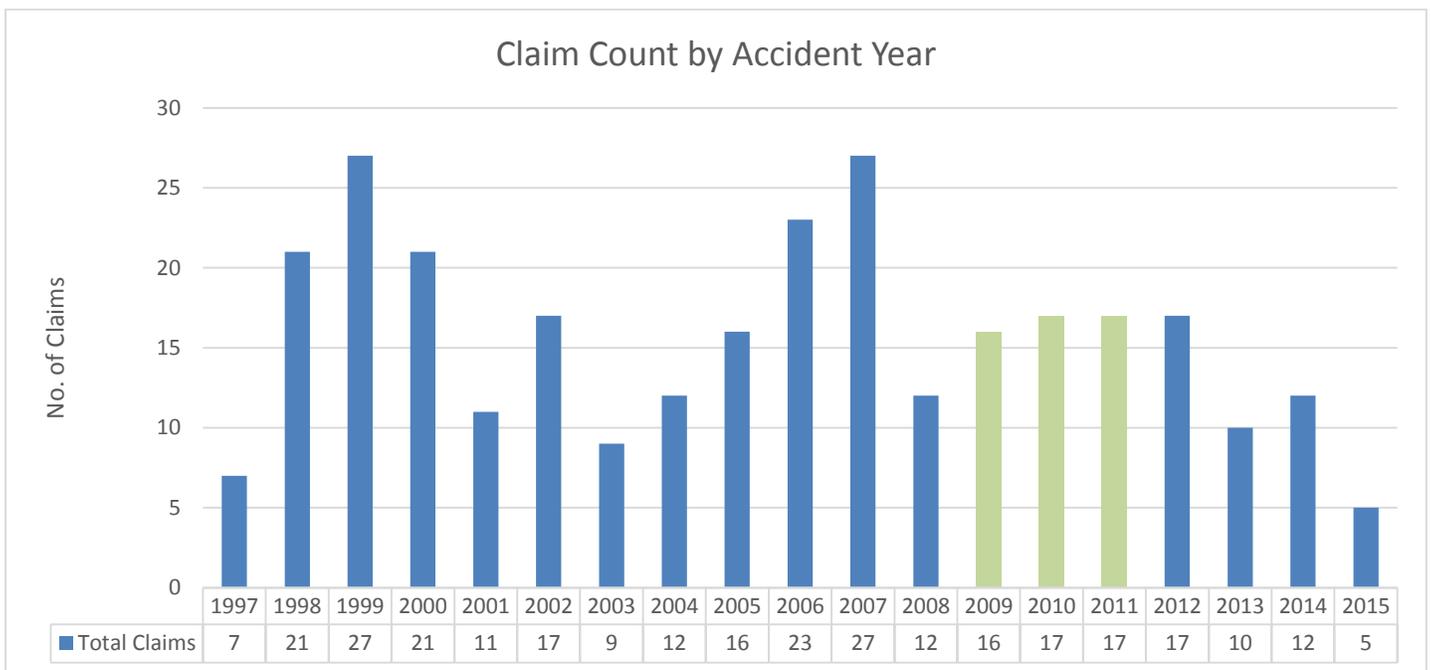
- **Effective Date:** Program was implemented in 2000, suspended July 2009 and reinstated January 2012
- **Purpose:** The purpose of the Employee Safety Reward Program is to acknowledge and reward employees who exemplify safe working conditions by having no vehicle accidents, citations or on-the-job injuries. It is important to note, that this program is not designed to discourage employees from reporting incidents when they occur.
- **Eligibility:** Full-time and Part-time (who work at least 20 hours per week or more) employees. The program excludes elected officials, city manager, department heads, temporary, volunteer and seasonal employees (i.e., fire, swimming pool staff, youth workers, crew leaders).
- **Details:** A reward will be granted per quarter for employees who do not have any of the following: Accidents in a city vehicle; Speeding or any other moving violation citations while driving a city vehicle; OSHA recordable injury which include but not limited to loss of consciousness, loss days from work, restriction of work or motion, transfer to another job, or requires medical treatment beyond first aid. The program excludes any employee reprimanded for a safety violation including a violation of the cell phone policy. Exclusion is for the quarter in which reprimand is given or violation occurred. Other disciplinary action does not exclude employee from award. Employees on FMLA (Family Medical Leave of Absence) related to an off the job injury, medical condition or absent from work for any other reason must be in attendance at work for at least 51% of the time during the quarter to be eligible. If an employee is in attendance at work, but an off the job injury or medical condition restricts the employee’s work (modified duty) employee is not eligible to receive award. If employment terminates either during or after quarter ending, employee is not eligible to receive award.

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- **Reward:** Eligible employees will receive a \$35.00 cash reward for each quarter and employees who receive all four quarter rewards will receive an additional \$65.00 issued in January of the following year.
- **Recommendation:** No changes are recommended at this time

Analysis:

- Gross Safety Reward Program payout for Fiscal Year 2013/2014 was \$27,042.90
- To quantify whether the Safety Reward Program truly helps employees be more safe minded and reduce the number of accidents is difficult to determine. However, the below chart outlines the number of OSHA recordable claims by year with the green highlighted years identifying when the reward program was suspended. During those years we virtually plateaued but going into 2013 and 2014 we experienced a reduction in OSHA recordable claims.





CITY COUNCIL COMMUNICATION

TO: Mayor and Council
FROM: Clifford Davis, Human Resource Officer
SUBJECT: Employee Benefits Recommended for Update/Change
DATE: Tuesday, May 26, 2015 at 6:00 p.m.

Purpose and Recommended Action: Consider approving and adopting the following Updated/Changed Benefits: Employee Service Recognition, Interim Pay, Vacations, Sick Leave (including Funeral Leave), Sick Leave Bank/Donated Leave Program and Retiree Health Insurance Subsidy Program.
INFORMATION/DISCUSSION/ACTION

Background:

Below is a summary of current benefits offered to City of Safford Employees as presented and discussed at the May 11, 2015 City of Safford, City Council Meeting along with the recommended changes and updated information on the Retiree Health Insurance Subsidy Program proposal.

Longevity Increase

Effective Date: January 1, 2007

Purpose: In recognition of employee's years of service with the City of Safford

Eligibility: Employees that reach a five (5) year increment

Details: a 2.5% longevity increase may be granted in January of every year to recognize those employees who reach a five (5) year increment the previous calendar year based on the employee's date of hire.

Recommendation: Change title to "Service Recognition" and increase percentage to 5%. Initiate a one-lump sum payment to be paid the following pay day after employee's incremental 5 year anniversary date.

Payment for Acting Department Head

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: To compensate employees performing the duties of a Department Head during certain absences continuing for a period of time.

Eligibility: An employee assigned and performing the duties of a Department Head

Details: An employee assigned and performing the duties of a Department Head shall receive as compensation for the additional duties, and added to the compensation of the employee, one-half the difference between the salary of the incumbent or outgoing Department Head and the salary of the employee. This policy shall apply under the following circumstances: (1) In the event the majority of all the duties are assigned to one person, (2) if the Department Head is vacant due to the Department Head leaving employment of the City or (3) because of illness, injury or other valid reason, the incumbent cannot perform the duties of Department Head and such absence continues for eight (8) continuous weeks. Compensation for these additional duties, therefore, shall begin at the end of the eighth week and shall continue until the Department Head shall assume their regular duties.

Compensation is not retroactive and is only for the period of time between the end of the eighth week and the Department Head reassuming duties.

Recommendation: Change title to “Interim Pay.” Interim wage increase will be based on level (10% for Department Head or Director Levels and 5% for Supervisor or Administrative levels) and will be effective based on circumstance and vacancy.

Vacation

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: Foundation for calculating Vacation (Paid Time Off)

Eligibility: All regular full-time and part-time employees of the City who work at least twenty (20) hours per week

Details: An employee accrues vacation at the rates outlined in the table below. An employee may only accrue the maximum of that amount earned over an eighteen (18) month period.

YEARS OF SERVICE	ACCRUAL RATE	EQUIVALENT HOURS/YEAR	MAXIMUM ACCRUAL
New hire but not more than 5 years' service	8 hours per calendar month	96 hours	144 hours
At least 5 but no more than 9 years' service	10 hours per calendar month	120 hours	180 hours
Ten years or more of service	12 hours per calendar month	144 hours	216 hours

Eligible employees may defer some of their accrued annual vacation to the succeeding calendar year, up to a maximum of eighteen (18) months of accrual. Although vacation time may be carried over from one year to another, no additional vacation time is earned while accrued unused vacation remains at the maximum except as follows: A written report of each deferred vacation signed by the proper Department Head shall be kept on file with the Department Head and the Human Resources Coordinator. Depending upon the work load of the department, and at the written request of the Department Head, and after written approval by the City Manager or his designee, an employee may accrue up to an additional forty-eight (48) hours of vacation leave over and above the amount in eighteen (18) months of service. Newly hired employees who terminate their employment during the one year qualification period, shall forfeit any unused vacation leave. Note: “Sworn Police Officers” In the Police Department are eligible one day vacation for each official holiday equating 80 hours per calendar year.

Recommendation: For all employees (including Sworn Police Officers), the maximum amount of vacation that can be accumulated will be 360 hours (the tiered maximum accrual system will be removed). The maximum amount of vacation payout at separation of employment will be 216 hours for those that have 1 year or more of service. Employees may cash out vacation hours in excess of 80 hours at their regular rate of pay twice per year (primarily the 2nd pay period in June and 2nd pay period in November). When an employee retires, vacation in excess of 216 hours will be paid into a Retirement Healthcare Account. The remaining 216 hours will be paid directly to the employee. No vacation in excess of 216 hours will be paid if the employee is terminated.

Sworn Police Officers will receive eighty (80) hours of holiday pay in the form of eighty (80) vacation hours. Additional vacation accrual hours above maximum will not authorized since employees will be able to cash out vacation hours to stay below the maximum accrual.

Sick Leave

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: Foundation for calculating Sick Leave with pay (Paid Time Off)

Eligibility: All full-time employees of the City except temporary, seasonal, and those who work less than 20 hours per week.

Details: Employees accrue sick leave following completion of thirty (30) calendar days of employment, at the rate of eight (8) hours per calendar month up to a maximum of seven hundred twenty (720) hours. Employees working at least twenty (20) hours per week but less than forty (40) hours per week will earn sick leave on a pro-rata basis. A part-time employee can accumulate sick leave not to exceed

360 hours. Sick leave shall not be considered as a right which employees may use at their discretion, but shall be allowed only in case of necessity and actual personal sickness or disability.

Separation of Employment – Upon separation with a minimum of one, but no more than five years of service, employees are compensated for 25% of accumulated sick leave. Employees with six or more years of service are compensated for 50% of accumulated sick leave. If employee is terminated with cause, the employee will not be eligible for accumulated sick leave compensation.

Recommendation: Employees will continue to accrue a maximum of 720 hours of sick leave at the rate of eight (8) hours per calendar month. Employees separating employment (in good standing) with greater than 5-years of service will be paid 25% of unused accumulated sick leave. Payout will be calculated using the average base rate of pay for the last three years. Employees retiring will receive a 66% payout of their accrued but unused sick leave. This dollar amount will be deposited into their Retirement Healthcare Account and payout will be calculated using the average base pay for the last three years.

For comparison purposes, if an employee retiring with maximum sick leave accrual of 720 hours at an average wage of \$24.88/hour would receive a payout of \$11,822.97 (at 66% payout at retirement) which is equivalent to 27.28 months (or 2.27 yrs) of retiree subsidy coverage at the current maximum monthly subsidy rate of \$433.36. See table below for adjusted rates based on years of service.

Years of Service	Monthly Subsidy	Month/Year Equivalent Calculation
10 – 14.99 years	\$ 173.34	68.21 months or 5.68 yrs
15 – 19.99 years	\$ 260.02	45.47 months or 3.79 yrs
20 – 24.99 years	\$ 346.69	34.10 months or 2.84 yrs
25 & Over	\$ 433.36	27.28 months or 2.27 yrs

Sick Leave Bank

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: Calculation for donating Sick Leave or using Sick Leave beyond individual accrual

Eligibility: All full-time employees of the City except temporary, seasonal, and those who work less than 20 hours per week.

Details: Full time employees may voluntarily donate a minimum of eight (8) hours, not to exceed a maximum of forty (40) hours, per calendar year for enrollment in the "Bank". Part-time employees may voluntarily donate a minimum of four (4) hours, per calendar year. Donation to the "Bank", will be received on the last pay period in December. At that time, employees may also join or terminate participation in the "Bank". In June of each year, employees may also join with a minimum of eight (8) hours donation. Active participants who do not have eight (8) hours to donate in December, will be given three (3) months time frame to pay back the "Bank". On March 31, if hours have not been deposited the participant will automatically be terminated from the "Bank."

The authority to grant leaves from the "Bank" shall be vested in the Sick Leave Bank Board. The maximum number of hours that may granted to any employee, per calendar year shall be one hundred and sixty (160) hours. The minimum hours that may be granted shall be forty (40) hours. Upon need, the employee, or a co-worker, a family member, or a Department Head on the employees behalf are authorized to make a request from the "Bank", by filling out the necessary request form from the Human Resources Coordinator. The incident must be a prolonged, continuous absence. Before any hours are used from the "Bank", the employee's sick and vacation hours MUST be exhausted. Hours granted, but not used, shall be returned to the "Bank".

The total maximum hours in the "Bank" will be forty five hundred (4,500) hours. Employees enrolled in the "Bank" will stop donating when the "Bank" reaches a total of four thousand (4,000) hours, in order for new employees to be able to participate. When the "Bank" is depleted to three thousand (3,000) hours, then the next December, the "Bank" will activate the participating employees. New employees are not eligible to participate in the "Bank" until the end of their one (1) year, initial training/orientation period.

Recommendation: Terminate Sick Leave Bank and implement "Donated Leave Program"

Donated Leave Program (New Program)

Purpose: Establish a new program for the donation of accrued vacation hours to employees who, due to a serious illness or injury to self or immediate family, have used all their accrued sick and vacation leave and are placed in a position of extreme financial hardship.

Eligibility: Employees who due to a serious illness or injury to self or immediate family, have used all their accrued sick and vacation leave hours

Details: Eligible employees may request through their Department Manager access to the Donated Leave Program using the following guidelines:

- Employees who are approved for the Donated Leave Program will then be allowed to receive donations of vacation leave from fellow City employees in order that they may receive income during their period of serious illness or injury.
- The donor employee may only donate vacation leave. At the time of donation, the donor employee must have at least 40 hours accrued vacation
- All donated leave becomes the permanent property of the receiving employee. All unused leave will be retained by that employee and will not be returned or reimbursed to the donor employee.
- Hours of leave will be donated, not the actual wage of the donor employee.
- Donations will not be allowed to be made to the employee's immediate supervisor.
- When the employee returns to work, whether full-time or part-time, they are not eligible to receive additional donations for that illness.

Funeral Leave

Effective Date: Revised May 9, 2005, originally adopted December 13, 1999

Purpose: To address the administration of time off for Funerals for immediate family

Eligibility: Where an employee is absent because of time necessarily spent in arrangement for, travel to, attendance at, and return from the funeral of a member of the employee's immediate family. The term "Immediate Family" is defined as the employee's spouse, parent, in-law, sibling and children.

Details: The employee will be allowed a maximum of five (5) days off. Two (2) days with pay will be granted at straight time rates. Three (3) additional days will be taken from available sick or vacation leave. If employee does not have sick or vacation available, the additional days off will be without pay.

Recommendation: If employee does not have sick or vacation hours available, the additional days off will be without pay or they may request donations from coworkers (see "Donated Leave Program")

Retiree Health Insurance Subsidy

Effective Date: Originally adopted May 1988

Purpose: To encourage early retirement so retirement eligible employees would come off the City's Health Insurance Plan

Eligibility: Retiree must meet "normal retirement criteria" as defined by Arizona State Retirement System (ASRS); Public Safety Personnel Retirement System (PSPRS); and Firefighter's Retirement Pension Fund (Elected Officials Retirement Plan excluded). Employees that retire and go on COBRA do not qualify.

Continued on next page

Details: Eligibility is based on retiree electing retirement benefits immediately following termination of employment with the City of Safford. Employees who qualify for disability through the Arizona State Retirement System and Public Safety Personnel Retirement System are eligible for the health insurance subsidy. Health insurance subsidy is paid up to age 65 or Medicare eligible due to disability. Employees hired after July 1, 2011 are not eligible for any subsidy. Retirees/disabled employees before July 1, 2011 shall receive a maximum subsidy amount of \$433.36 per month. Retirees/disabled employees after July 1, 2011 shall receive a percentage of \$433.36 per month based on years of service with the City of Safford, as follows:

10 – 14.99 years	40%	\$ 173.34
15 – 19.99 years	60%	\$ 260.02
20 – 24.99 years	80%	\$ 346.69
25 & Over	100%	\$ 433.36

May 23, 2011 Council adopted a reduced amount which at the time reduced the overall Subsidy from \$273,445.92 to \$176,717.76 savings of \$96,728.16

Recommendation:

- All current retirees receiving the retiree health insurance subsidy as of June 30, 2015, shall receive a percentage of \$433.36 per month based on years of service with the City of Safford (See chart below):

10 – 14.99 years	40%	\$ 173.34
15 – 19.99 years	60%	\$ 260.02
20 – 24.99 years	80%	\$ 346.69
25 & Over	100%	\$ 433.36

- This amount is to cover the retiree's portion of out of pocket insurance premiums only and said health insurance subsidy is paid up to age 65 or Medicare eligible due to disability.
- The below chart is an estimated annual cost of the current Retiree Subsidy Program calculated based on retiree's current out of pocket expenses.

	Retiree Subsidy												
	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Current Plan	\$144,552	\$127,824	\$107,716	\$ 73,107	\$ 53,731	\$ 45,931	\$ 38,217	\$ 34,403	\$ 22,885	\$ 10,018	\$ 9,675	\$ 9,675	\$ 2,238
# of Retirees	32	28	24	19	12	10	8	7	6	3	2	2	1

- All active employees as of July 1, 2015 that are eligible to retire between July 1, 2015 and June 30, 2017, will receive a one-lump sum payment of \$3,600 paid into a Retirement Healthcare Account. Total payment is estimated at \$100,800.
- All other active employees will not be eligible for the retiree health insurance subsidy upon retirement.

Note: Of the 91 Cities and Towns surveyed last year, only 7 have a Retiree Stipend. Those Cities and Towns are:

- Phoenix - \$150/month
- Mesa – Varies (they don't give amounts)
- Tempe – Varies (they don't give amounts)
- Sierra Vista – Varies (they don't give amounts)
- Nogales – Single: \$392; Family \$1024/month
- Safford – Up to \$433/month
- St. Johns - \$2000/month

Data compiled by League of Arizona Cities and Towns

RESOLUTION NUMBER 15-014

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, GRAHAM COUNTY, ARIZONA, AMENDING SECTION 0800, COMPENSATION PLANS, OF THE CITY OF SAFFORD PERSONNEL MANUAL, ESTABLISHING AN EMPLOYEE SERVICE RECOGNITION PROGRAM.

WHEREAS, in January 1, 2007, the Governing Body recognized employee’s years of service by granting a 2.5% longevity increase to those employees who reached a five (5) year increment the previous calendar year based on the employee’s date of hire; and,

WHEREAS, the Governing Body wishes to amend the Program to recognize employees by establishing an Employee Service Recognition Program; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, that Section 0800 of the City of Safford Personnel Manual is amended as follows; and further, all previous resolutions or statements of policy concerning “Compensation Plans” are hereby rescinded and superseded by this resolution.

In recognition of employee’s years of service with the City of Safford, employees that reach a five (5) year incremental service anniversary shall receive a one-lump sum payment of five percent (5%) above the employee’s annual base rate of pay. This recognition payment shall be paid the following pay day after employee’s incremental five-year (5) anniversary date and will be subject to all applicable withholdings; and,

PASSED AND ADOPTED by the City Council of the City of Safford, Graham County, Arizona this 26th day of May, 2015.

Chris “Wyn” Gibbs, Mayor
City of Safford

ATTEST:

APPROVED AS TO FORM:

Georgia Luster, MMC
City Clerk

William J. Sims, III
Interim City Attorney

State of Arizona)
) ss
County of Graham)

CERTIFICATION

I HEREBY CERTIFY, that the foregoing Resolution Number 15-014 was duly passed and adopted by the Mayor and City Council of the City of Safford, Graham County, Arizona, at a Council Meeting held May 26, 2015, and that a quorum was present at the meeting.

Georgia Luster, MMC
City Clerk

Date:

RESOLUTION NUMBER 15-015

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, GRAHAM COUNTY, ARIZONA, AMENDING SECTION 0900, ~~PAYMENT OF ACTING DEPARTMENT HEAD~~, ESTABLISHING AN INTERIM PAY FOR DEPARTMENT HEAD, DIRECTOR LEVELS, AND SUPERVISOR OR ADMINISTRATIVE LEVELS.

WHEREAS, in December 1999 the Governing Body adopted the City of Safford Personnel Manual to establish guidelines regarding policies, practices, programs, and procedures; and,

WHEREAS, Section 0900, Payment of Acting Department Head was implemented to compensate employees performing the duties of a Department Head during certain absences continuing for a period of time; and,

WHEREAS, from time to time, and, at the discretion of the City Manager or his designee, an employee may be assigned to perform the duties of a Department Head, **Director Levels, and Supervisor or Administrative Levels**; and, is hereby amended; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, that Section 0900 of the City of Safford Personnel Manual is amended as follows; and further, all previous resolutions or statements of policy concerning "Payment of Acting Department Head" are hereby rescinded and superseded by this resolution.

1. That Section 0900 of the City of Safford Personnel Manual shall be amended.
2. At the discretion of the City Manager or his designee, an employee may be assigned to perform the duties of a Department Head, Director, Supervisor or Administrative level during a vacancy, absence, illness injury, or other valid reason.
3. The interim wage increase will be based on the following levels:
 - A. 10% for Department Head or Director Levels.
 - B. 5% for Supervisor or Administrative Levels.
4. Interim wage increase will be executed on an agreed upon date, primarily based on circumstance and vacancy.

PASSED AND ADOPTED by the City Council of the City of Safford, Graham County, Arizona this 26th day of May, 2015.

Chris "Wyn" Gibbs, Mayor
City of Safford

Resolution Number 15-015
Interim Pay – Personnel Manual 0900
May 26, 2015
Page 2

ATTEST:

APPROVED AS TO FORM:

Georgia Luster, MMC
City Clerk

William J. Sims, III
Interim City Attorney

State of Arizona)
) ss
County of Graham)

CERTIFICATION

I HEREBY CERTIFY, that the foregoing Resolution Number 15-015 was duly passed and adopted by the Mayor and City Council of the City of Safford, Graham County, Arizona, at a Council Meeting held May 26, 2015, and that a quorum was present at the meeting.

Georgia Luster, MMC
City Clerk

Date:

RESOLUTION NUMBER 15-016

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, GRAHAM COUNTY, ARIZONA, AMENDING, SECTION 2000 VACATIONS, OF THE CITY OF SAFFORD PERSONNEL MANUAL.

WHEREAS, in December 1999 the Governing Body adopted the City of Safford Personnel Manual to establish guidelines regarding policies, practices, programs, and procedures; and,

WHEREAS, Section 2000, Vacations, was established for calculating vacation (Paid Time Off) for all regular full-time and part-time employees of the City of Safford who work at least twenty (20) hours per week; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, that Section 2000 of the City of Safford Personnel Manual is amended as follows; and further, all previous resolutions or statements of policy concerning “Vacations” are hereby rescinded and superseded by this resolution.

- 1) All employees of the City that are benefit eligible shall be entitled to annual vacation leave with pay.
- 2) Eligible employees may accrue vacation at the following rates: New hire but not more than five (5) years of service shall accrue eight (8) hours of vacation per calendar month; At least five (5) years but no more than nine (9) years of service shall accrue ten (10) hours of vacation per calendar month; and Ten (10) years or more of service shall accrue twelve (12) hours of vacation per calendar month.
- 3) Eligible employees may accrue a maximum of three-hundred and sixty (360) hours of vacation.
- 4) The maximum amount of vacation payout at separation of employment will be 216 hours for those that have one (1) year or more of service. A separation of employment, voluntarily or involuntarily, for a newly hired employee during the one (1) year qualification period, shall forfeit any unused vacation leave.
- 5) Employees may “cash out” vacation hours in excess of 80 hours at their regular rate of pay twice per year (primarily the 2nd pay period in June and 2nd pay period in November but may be subject to change) and will be subject to all applicable withholdings.
- 6) When an employee retires, vacation in excess of 216 hours will be paid into a Retirement Healthcare Account. The remaining 216 hours will be paid directly to the employee and will be subject to all applicable withholdings.

VACATION IN LIEU OF HOLIDAYS

- 1) Sworn Police Officers will receive eighty (80) hours of holiday pay in the form of eighty (80) vacation hours.

SCHEDULING

- 1) The time during a calendar year at which an employee may take vacation shall base on the departmental workloads and the best interest of the City, while affording the employee every opportunity to fulfill their vacation plans. Requests to use "non-emergency" vacation time of more than one day shall be submitted in writing to the employee's supervisor not less than two (2) weeks in advance of the time sought to be taken as vacation to facilitate minimal disruption to the staffing and provision of governmental services. There should be no more than twenty-five percent (25%) of a Department's staff scheduled to be gone at the same time.
- 2) To ensure that the City of Safford's staffing and operational needs are met at all times, the City reserves the right to grant vacation requests at its discretion.
- 3) In the event one or more municipal holidays fall within an annual vacation leave, such holiday shall not be charged as vacation leave.

PASSED AND ADOPTED by the City Council of the City of Safford, Graham County, Arizona this 26th day of May, 2015.

Chris "Wyn" Gibbs, Mayor
City of Safford

ATTEST:

APPROVED AS TO FORM:

Georgia Luster, MMC
City Clerk

William J. Sims, III
Interim City Attorney

State of Arizona)
) ss
County of Graham)

CERTIFICATION

I HEREBY CERTIFY, that the foregoing Resolution Number 15-016 was duly passed and adopted by the Mayor and City Council of the City of Safford, Graham County, Arizona, at a Council Meeting held May 26, 2015, and that a quorum was present at the meeting.

Georgia Luster, MMC
City Clerk

Date:

RESOLUTION NUMBER 15-017**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, GRAHAM COUNTY, ARIZONA, AMENDING, SECTION 2300 STAFF SICK/FUNERAL LEAVE, OF THE CITY OF SAFFORD PERSONNEL MANUAL.**

WHEREAS, in December 1999 the Governing Body adopted the City of Safford Personnel Manual to establish guidelines regarding policies, practices, programs, and procedures; and,

WHEREAS, Section 2300, Staff Sick/Funeral Leave, was established for calculating Sick Leave, Funeral Leave, and Modified Duty. Sick leave shall not be considered as a right, which employees may use at their discretion, but shall be allowed only in case of necessity and actual personal sickness or disability; and

WHEREAS, Section 2500, Compensation for Unused Sick Leave, was established calculating compensation for accrued but unused sick leave and reward program for an employee who uses twenty-four (24) hours or less of accumulated sick leave in a calendar year; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, that Section 2300 and Section 2500 of the City of Safford Personnel Manual is amended as follows; and further, all previous statements of policy concerning "Sick Leave" and "Compensation for Unused Sick Leave" hereby rescinded and superseded by this resolution.

SICK LEAVE

- 1) All employees of the City that are benefit eligible shall be granted sick leave with pay. Sick leave shall not be considered as a right which employees may use at their discretion, but shall be allowed only in case of necessity and actual personal sickness or disability.
- 2) An employee who becomes ill or is injured is entitled to sick leave with full pay depending on the number of sick days available to that employee. Benefit eligible employees may accrue sick leave following completion of thirty (30) calendar days of employment, at the rate of eight (8) hours per calendar month up to a maximum of seven hundred and twenty (720) hours.
- 3) Sick leave is a privilege granted by the City so that an illness or injury will not impose a great financial hardship on employees. It is not a form of additional vacation leave. Misuse of sick leave is cause for disciplinary action, up to and including termination of employment.
- 4) In the event an employee becomes ill during the work day and cannot continue with his or her assigned duties, the time shall be charged against sick leave by the hour.

- 5) Employees who have exhausted their sick leave may substitute their accumulated vacation leave upon permission of the Human Resources Department. Employees that have exhausted all accrued sick leave, all accrued vacation leave, may request a donation of paid time off through the "Donated Leave Program."
- 6) In order to receive compensation while absent on sick leave, the employee shall, if possible, notify their department designee or the Human Resources Department prior to or within one (1) hour after the time set for beginning their daily duties. The requirement that the employee notify the department designee or the Human Resources Department on a daily basis is waived when knowledge or information has been provided by a medical provider that the employee will be absent due to extended illness or injury. In that case, the employee shall notify their department designee or the Human Resources Department on a weekly basis to report status of medical condition. When absent for more than three (3) consecutive work days, the employee shall be required to submit to the Human Resources Department, a doctor's release to return to work stating that the employee is approved to return to full duty or exactly what limitations, if any, apply. The employee's physician should be supplied with the employee's job description prior to completing the "release to work" form.
- 7) Not more than three (3) days of compensated sick leave in each fiscal year may be taken in cases in which an employee's presence is required elsewhere because of sickness or disability to employee's immediate family, unless procedures are followed as outline in the Section 2600 "FAMILY AND MEDICAL LEAVES OF ABSENCE (FMLA)." In each case, the Human Resources Department shall grant such sick leave only when, in the opinion of the Human Resources Department, the relationship of the sick or disabled person to the employee, i.e., spouse, parent, in-law, legal guardian, children warrants such use of sick leave.
- 8) Upon separation with five (5) years or more of service, employees will be paid twenty-five percent (25%) of accrued but unused sick leave. Payout will be calculated using the average base rate of pay for the last three years and shall be subject to applicable withholding as required by law.
- 9) Employees retiring with five (5) years or more of service will receive a 66% payout of their accrued but unused sick leave. This payout amount will be deposited into the employee's Retirement Healthcare Account and payout will be calculated using the average base pay for the last three years.
- 10) If employee is terminated with cause, the employee will not be eligible for accumulated sick leave compensation.

FUNERAL LEAVE

- 1) Where an employee is absent because of time necessarily spent in arrangement for, travel to, attendance at, and return from the funeral of a member of the employee's immediate family, the employee will be allowed a maximum of five (5) days off. Two

(2) days with pay will be granted at straight time rates. Three (3) additional days will be taken from available sick or vacation leave. If employee does not have sick or vacation available, the additional days off will be without pay or they may request a donation of paid time through the "Donated Leave Program."

- 2) For days taken for funeral leave, employees are not required to submit a doctors "release to return to work" as with normal sick leaves.
- 3) The term "Immediate Family" is defined as the employee's spouse, parent, in-law, sibling and children.
- 4) An employee may apply for leave in connection with other funerals and for leave in excess of applicable number of days listed above, in connection with funerals for a member of their immediate family but, such leave, if granted, will not be compensated unless the employee uses accrued vacation or commensurate "comp" time.

PASSED AND ADOPTED by the City Council of the City of Safford, Graham County, Arizona this 26th day of May, 2015.

Chris "Wyn" Gibbs, Mayor
City of Safford

ATTEST:

APPROVED AS TO FORM:

Georgia Luster, MMC
City Clerk

William J. Sims, III
Interim City Attorney

State of Arizona)
) ss
County of Graham)

CERTIFICATION

I HEREBY CERTIFY, that the foregoing Resolution Number 15-017 was duly passed and adopted by the Mayor and City Council of the City of Safford, Graham County, Arizona, at a Council Meeting held May 26, 2015, and that a quorum was present at the meeting.

Georgia Luster, MMC
City Clerk

Date:

RESOLUTION NUMBER 15-018

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, GRAHAM COUNTY, ARIZONA, AMENDING, SECTION 2400 SICK LEAVE BANK, OF THE CITY OF SAFFORD PERSONNEL MANUAL AND REPLACING IT WITH A DONATED LEAVE PROGRAM.

WHEREAS, in December 1999 the Governing Body adopted the City of Safford Personnel Manual to establish guidelines regarding policies, practices, programs, and procedures; and,

WHEREAS, Section 2400, Sick Leave Bank, was established for donating Sick Leave or using Sick Leave beyond individual accrual; and

WHEREAS, the Sick Leave Bank is hereby terminated and a new Program “Donated Leave Program” is established for the donation of accrued vacation hours to employees who, due to a serious illness or injury to self or immediate family (Immediate family is defined in accordance to FMLA regulations), have used all their accrued sick and vacation leave and are placed in a position of extreme financial hardship; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, that Section 2400, ~~Sick Leave Bank~~ **Donated Leave Program**, of the City of Safford Personnel Manual is amended as follows; and further, all previous resolutions and statements of policy concerning “SICK LEAVE BANK” are hereby rescinded and superseded by this resolution.

Eligible employees may request through their Department Manager access to the Donated Leave Program using the following guidelines:

- 1) Employees who are approved for the Donated Leave Program will be allowed to receive donations of vacation leave from fellow city employees.
- 2) The donor employee may only donate vacation leave. At the time of donation, the full-time donor employee must have at least 40 hours accrued vacation.
- 3) All donated leave becomes the permanent property of the receiving employee. All unused leave will be retained by that employee and will not be returned or reimbursed to the donor employee.
- 4) Hours of leave will be donated, not the actual wage of the donor employee.
- 5) Donations will not be allowed to be made to the employee’s immediate supervisor.
- 6) When the employee returns to work whether full-time or part-time, they are not eligible to receive additional donations for that illness.

Resolution Number 15-018
Sick Leave Bank – Personel Manual 2400
May 26, 2015
Page 2

PASSED AND ADOPTED by the City Council of the City of Safford, Graham County, Arizona this 26th day of May, 2015.

Chris “Wyn” Gibbs, Mayor
City of Safford

ATTEST:

APPROVED AS TO FORM:

Georgia Luster, MMC
City Clerk

William J. Sims, III
Interim City Attorney

State of Arizona)
) ss
County of Graham)

CERTIFICATION

I HEREBY CERTIFY, that the foregoing Resolution Number 15-018 was duly passed and adopted by the Mayor and City Council of the City of Safford, Graham County, Arizona, at a Council Meeting held May 26, 2015, and that a quorum was present at the meeting.

Georgia Luster, MMC
City Clerk

Date:

RESOLUTION NUMBER 15-019

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, GRAHAM COUNTY, ARIZONA, REVISING EMPLOYEE RETIREE HEALTH INSURANCE SUBSIDY.

WHEREAS, in May 1988, the Governing Body implemented a retiree health insurance subsidy to encourage early retirement so retirement eligible employees would come off the City’s Health Insurance Plan; and,

WHEREAS, eligibility is based on retiree electing retirement benefits immediately following termination of employment with the City of Safford. Employees who qualify for disability through the Arizona State Retirement System and Public Safety Personnel Retirement System are eligible for the health insurance subsidy. Health insurance subsidy is paid up to age 65 or Medicare eligible due to disability; and,

WHEREAS, in July 2011, the Governing Body amended the retiree health insurance subsidy. Employees hired after July 1, 2011 are not eligible for any subsidy. Retirees/disabled employees before July 1, 2011 shall receive a percentage of \$433.36 per month based on years of service with the City of Safford (See chart below):

10 – 14.99 years	40%	\$173.34
15 – 19.99 years	60%	\$260.02
20 – 24.99 years	80%	\$346.69
25 and Over	100%	\$433.36

WHEREAS, mounting costs have caused employers to scale back or eliminate medical insurance subsidy benefits; therefore, the Governing Body of the City of Safford wishes to amend retiree health insurance subsidy; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD that the retiree health insurance subsidy is amended as follows; and further, all previous resolutions or statements of policy concerning “the retiree health insurance subsidy” are hereby rescinded and superseded by this resolution.

- 1) All current retirees receiving the retiree health insurance subsidy as of June 30, 2015, shall receive a percentage of \$433.36 per month based on years of service with the City of Safford (See chart below):

10 – 14.99 years	40%	\$173.34
15 – 19.99 years	60%	\$260.02
20 – 24.99 years	80%	\$346.69
25 and Over	100%	\$433.36

- 2) This amount is to cover the retiree’s portion of out of pocket insurance premiums only and said health insurance subsidy is paid up to age 65 or Medicare eligible due to disability.
- 3) All active employees as of July 1, 2015 that are eligible to retire between July 1, 2015 and June 30, 2017, will receive a one-lump sum payment of \$3,600 paid into a Retirement Healthcare

Resolution Number 15-019
Retiree Health Insurance Subsidy
May 26, 2015
Page 2

Account.

- 4) All other active employees will not be eligible for the retiree health insurance subsidy upon retirement.

PASSED AND ADOPTED by the City Council of the City of Safford, Graham County, Arizona this 26th day of May, 2015.

Chris "Wyn" Gibbs, Mayor
City of Safford

ATTEST:

APPROVED AS TO FORM:

Georgia Luster, MMC
City Clerk

William J. Sims, III
Interim City Attorney

State of Arizona)
) ss
County of Graham)

CERTIFICATION

I HEREBY CERTIFY, that the foregoing Resolution Number 15-019 was duly passed and adopted by the Mayor and City Council of the City of Safford, Graham County, Arizona, at a Council Meeting held May 26, 2015, and that a quorum was present at the meeting.

Georgia Luster, MMC
City Clerk

Date:



CITY COUNCIL COMMUNICATION

TO: Mayor and Council
FROM: All Departments
SUBJECT: Monthly/Quarterly Reports
DATE: Tuesday, May 26, 2015 at 6:00 p.m.

Purpose and Recommended Action: This is a request for the Council to review and discuss the Monthly and Quarterly Reports:

1. Police Report
2. Building Inspection Report
3. Public Works Report
4. Human Resources Report
5. Clerk's Office Report
6. Library Report
7. Utilities Consumption/Water Production Reports
8. Projects Planning and Grants Administration
9. Prosecution Report
10. Airport Report
11. Expense Report over \$5,000
12. Purchasing Card Report

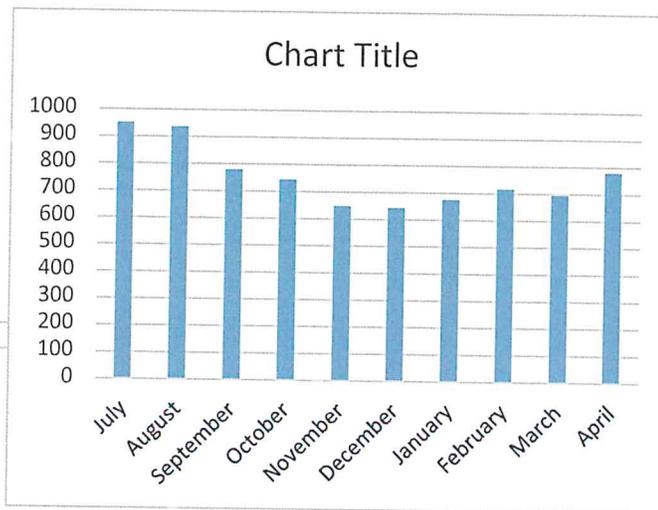
INFORMATION/DISCUSSION

Attachments: February 9, 2015 and February 23, 2015 Council Meeting Minutes

SAFFORD POLICE DEPARTMENT

CALLS FOR SERVICE:

July	951
August	936
September	779
October	744
November	648
December	643
January	675
February	716
March	695
April	780



1-1-14 to 04-30-14

01-01-15 to 4-30-15

SAFFORD PD	2920	SAFFORD PD	2864
GRAHAM COUNTY	1705	GRAHAM COUNTY	1691
THATCHER PD	871	THATCHER PD	932

1-1-14 to 4-30-14

1-01-15 to 4-30-15

Top Call Types:

Suspicious/Cirumstance	262	Suspicious/Circumstance	297
Welfare Check	188	Welfare Check	193
Follow up	150	Follow up	124
Théft	161	Theft	167
Domestic Violence	130	Domestic Violence	94
Alarm	110	Alarm	95
Citizen Assist	138	Citizen Assist	94
Animal Problem	94	Animal Problem	130
Civil/Civil Standby	198	Civil/Civil Standby	131
Unwanted Subject	102	Unwanted Person	101

11+A1:L33

2014 UNIFORM CRIME REPORT & TRAFFIC DATA

UCR NUMBERS

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR
Homicide	0	0	0	0	0	0	0	0	0	0
Forcible Rape	1	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Agg Assault	1	0	2	0	1	1	0	0	1	0
Total Violent Crimes	2	0	2	0	1	1	0	0	1	0
Burglary	12	12	15	6	8	16	15	9	10	11
Theft	37	27	57	61	29	41	47	42	32	46
Motor Vehicle Theft	1	1	1	2	4	2	4	2	3	0
Arson	0	0	0	0	1	0	0	0	0	0
Total Nonviolent Crime	50	40	73	69	42	59	66	53	45	57
Total Offenses	52	40	75	69	43	60	66	53	46	57

PART II

Neg Manslaughter	0	0	0	0	0	0	0	0	0	0
Kidnapping	0	1	0	0	0	0	0	1	0	0
Arson	0	0	0	0	1	0	0	0	0	0
Simple Assault	11	12	6	20	5	3	13	13	9	21
Fraud	8	14	9	13	8	7	12	9	11	19

SAFFORD POLICE DEPARTMENT

2015 UNIFORM CRIME REPORT & TRAFFIC DATA

TRAFFIC

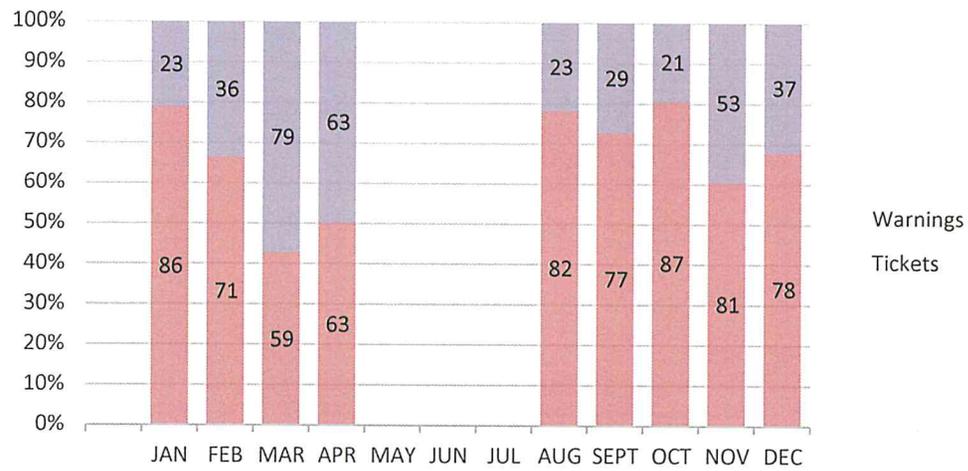
2014

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Tickets	86	71	59	63				82	77	87	81	78
Warnings	23	36	79	63				23	29	21	53	37

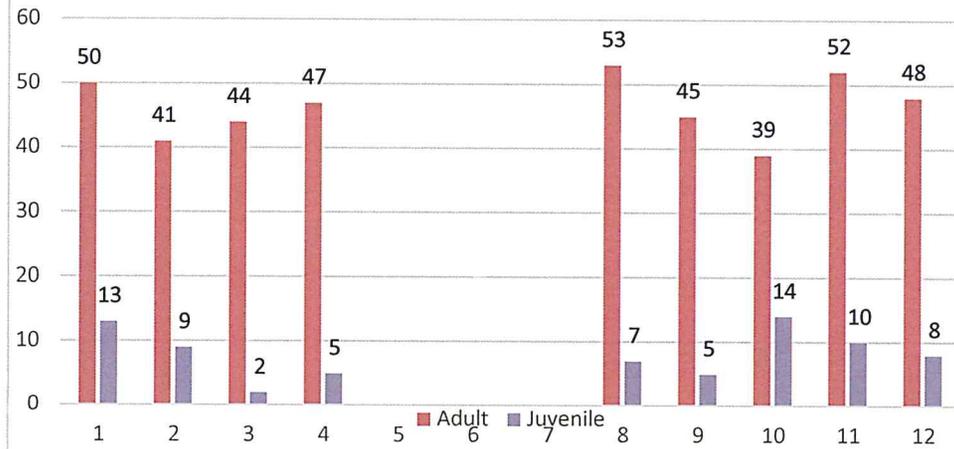
ARREST

Adult	50	41	44	47				53	45	39	52	48
Juvenile	13	9	2	5				7	5	14	10	8

TICKETS AND WARNINGS



Arrest = Adult and Juvenile



BUILDING PERMIT REPORT	March	March Valuation	April	April Valuation	YTD Permits	YTD Valuation
Residential						
New Single Family	4	\$544,000.00	2	\$330,000.00	9	\$1,181,000.00
Multi-Units					0	\$0.00
Total New Residential	4	\$544,000.00	2	\$330,000.00	9	\$1,181,000.00
Other Residential						
Manufactured Home					0	\$0.00
Additions and Alterations	3	\$0.00	6	\$104,505.00	16	\$192,447.00
Carport or Garage					1	\$1,500.00
Swimming Pools					0	\$0.00
Storage and Shops	2	\$3,450.00			3	\$5,950.00
Patios					0	\$0.00
Demolition	3	\$0.00			4	\$0.00
Total Other Residential	8	\$3,450.00	6	\$104,505.00	24	\$199,897.00
Commercial						
Assembly					0	\$0.00
Business			1	\$600,000.00	1	\$600,000.00
Educational	1	\$1,500.00			1	\$1,500.00
High Hazard					0	\$0.00
Additions or Alterations	5	\$15,000.00	2	\$43,200.00	9	\$58,200.00
Commercial Remodel	1	\$5,000.00			4	\$80,300.00
Industrial					0	\$0.00
Commercial Storage					0	\$0.00
Signs	1	\$2,000.00	1	\$6,000.00	4	\$9,415.22
Antennas					0	\$0.00
Hospitals/Institutional/Modular Remodel					1	\$10,000.00
Demolition					0	\$0.00
Total Other Than Residential	8	\$23,500.00	4	\$649,200.00	20	\$759,415.22
Total All Building Permits	20	\$570,950.00	12	\$1,083,705.00	53	\$2,140,312.22
Utility Permits						
Electrical	14		9		35	
Mechanical	6		4		18	
Plumbing	4		4		14	
Sewer	4		3		7	
Total Utility Permits	28		20		74	
Total # Building Inspections	206		78		682	
Total # Fire Inspections	8		0		18	
Total # Zoning Inspections	107		51		264	

April 2015

Public Works Department Monthly Report April 2015

Jenny Howard, Public Works Director

Public Works Administration

Employees: 2

MONTHLY OPERATIONS:

- Maintain Blue Stakes
- Administration of Reports And Sharepoint Database
- Adopt-A-Road / Trail Program
- Cemetery Business and administration of cemetery property, new deeds, burials, etc.
- Remaining FY15 Capital Project schedules discussed and expedited
- Weekly Main Street Project – Substantial Completion Job Walk
- Planning and scheduling installation of outlets with photo cells in all three wells on Main
- Recycling- Planning and Discussions
- Budget planning and CIP
- Upcoming Special Events planning
- Review Parks Maint Worker and Facilities Maintenance Supervisor Applications
- Facility Maintenance Supervisor interviews
- Parking Lot Paving Project Meetings (City Hall, Police Department, American Legion & Magistrate Court)
- Preparation and implementation of Fleet Rents, Researching RTA Fleet Software
- ROW Easement preparation for drainage areas off of 5th Ave and 16th Street

WORK ORDERS COMPLETED BY PUBLIC WORKS DEPARTMENT

- Received: 145
- Active: 23
- Completed: 122

Building Maintenance Division

Employees: 5 Inmate(s): 1

WORK COMPLETED IN APRIL:

Monthly air filter replacements, fire extinguisher and light inspections completed
City Court Remodel:

Floor coverings will be completed May 1st at the new City Magistrate Court

Exterior paint trim to be completed in May

Both ramps and steps into court room have been poured and railings to be installed in May

Electrical work 95% complete

WORK PLANNED FOR MAY:

City Court porch and hand rails – in accordance with ADA Guidelines
Finish City Court remodel
Assist City Court with moving
Catch up on all Non-emergency Work Orders delayed due to City Court Constraints
Service all coolers for summer season

Fleet Division

Employees: 4 Inmates: 2

PREVENTIVE MAINTENANCE & REPAIRS

PM'S completed in April: 48

Repairs Completed in April: 90

Repair Type	Number
▪ ACCESSORIES	38
▪ SERVICE CALL	3
▪ AIR COND-HEATING	1
▪ MOWERS/REELS	1
▪ BODY & GLASS	1
▪ BRAKES	3
▪ CHARGING	1
▪ FUEL SYSTEM	1
▪ HYDRAULIC SYSTEMS	2
▪ TUNE UP	2
▪ LIGHTS	8
▪ REFUSE BODY	6
▪ FIRE TRUCK REPAIR	9
▪ STEERING & SUSPENSION	1
▪ TIRE REPAIR	6
▪ NEW TIRES	6
▪ TRANSMISSION	1

Parks and Cemetery Division

Employees: 5 Inmate(s): 6

PARKS, GROUNDS MAINTENANCE AND CEMETERY

WORK COMPLETED IN APRIL:

Cleaned and mowed the runways at the airport and heli pad
Continued spraying weeds
Fixed showers and drinking fountains at the pool
Poured concrete at Annex ramada
Delivered Special Event Trailer for special events
Leveled top soil @ Firth Park for over seeding on the east side.

Areas of Maintenance and the Maintenance Level Determined by Facilities and Vegetation. Maintenance levels are subject to change at any time. Maintenance Levels: H (High)-3 times/week. M (Med) 2 times/week, L (Low) 1 time/week.

PARKS – MAINTENANCE AREAS	LEVEL
FIRTH PARK	H
GLENN MEADOWS PARK	H
CITY HALL	H
MONTANA VISTA PARK	M
LIBRARY	M
CITY HALL ANNEX	H
LA TIERRA SUBDIVISION	M
PALMS SUBDIVISION	M
CENTRAL AVE BASKETBALL COURT	L
MOTOR VEHICLE DIVISION	M
POLICE STATION	M
14TH AVE SOCCER FIELD	H
RAMADA WATER CATCHMENT	M
CRIMSON CANYON SUBDIVISION	M
MULTI-USE-TRAIL	M
CRIMSON CANYON SUBDIVISION	M
MULTI-USE-TRAIL	M

WORK PLANNED FOR MAY:

- Install archery target stands as soon as they are built
- Over seed firth park on east side
- Pool opens
- School Parties, Free Swim Friday
- Train new hire
- Continue with weed spraying and cemetery cleanup.

Sanitation Division

Employees: 6 Inmate(s): 2

SERVICES PROVIDED IN APRIL:

- Residential Solid Waste Customers: 3327
- Commercial Solid Waste Customers: 371
- Sanitation Containers Repaired or Replaced: 34
- Landfill Loads Delivered: 155

Street Division

Employees: 10 Inmate(s): 3

WORK COMPLETED IN APRIL:

Finished this year's street fogging cycle
 Striped streets that had been fogged
 Hot –Mix for Utilities Division (two weeks)
 Poured sidewalks to adjoin unto Main Street improvement project
 Poured sidewalk in front of City Hall Annex
 Assisted Landfill Division with Community Pride Days
 Assisted with the supervision of the Public Works Department
 Worked Cinco de Mayo Special Event parade
 Completed 50/50 Sidewalk Project on 3rd Avenue

ALLEY MAINTENANCE

DATE	LOCATION
04/06/2015	Alleys south of Hwy 70 and north of 8th St. from 8th Ave. to 12th Ave.
04/07/2015	Alleys between Rose Ln. and Relation St. from 11th Ave to 10th Ave.
04/07/2015	N. of 18th St.
04/08/2015	Alleys north and south of Main St., E. of 13th Ave.
04/09/2015	S. of Apricot Loop, W. of 12th Ave., N. of Apricot Loop
04/13/2015	E. of Cinnebar Cir., S. of 27th St.
04/15/2015	Alleys between 20th St. and Relation St. from 8th Ave to Hwy 191
04/15/2015	W. of Cinnebar Cir., W. of Fargo Dr., south alley
04/16/2015	W. of Fargo Dr., north alley, S. of 18th St.
04/20/2015	E. of 14th Ave., S. of Cherokee Ln.
04/21/2015	W. of 11th Ave., W. of Camilla Dr.
04/21/2015	Alleys between Discovery Park Blvd. and El Paso from 14th Ave. to 8th Ave.
04/22/2015	N. of 10th St.
04/23/2015	N. of 8th St., E. of 12th Ave.
04/28/2015	S. of 16th St.
04/29/2015	W. of 12th Ave., N. of 16th St., N. of Navajo Ln.

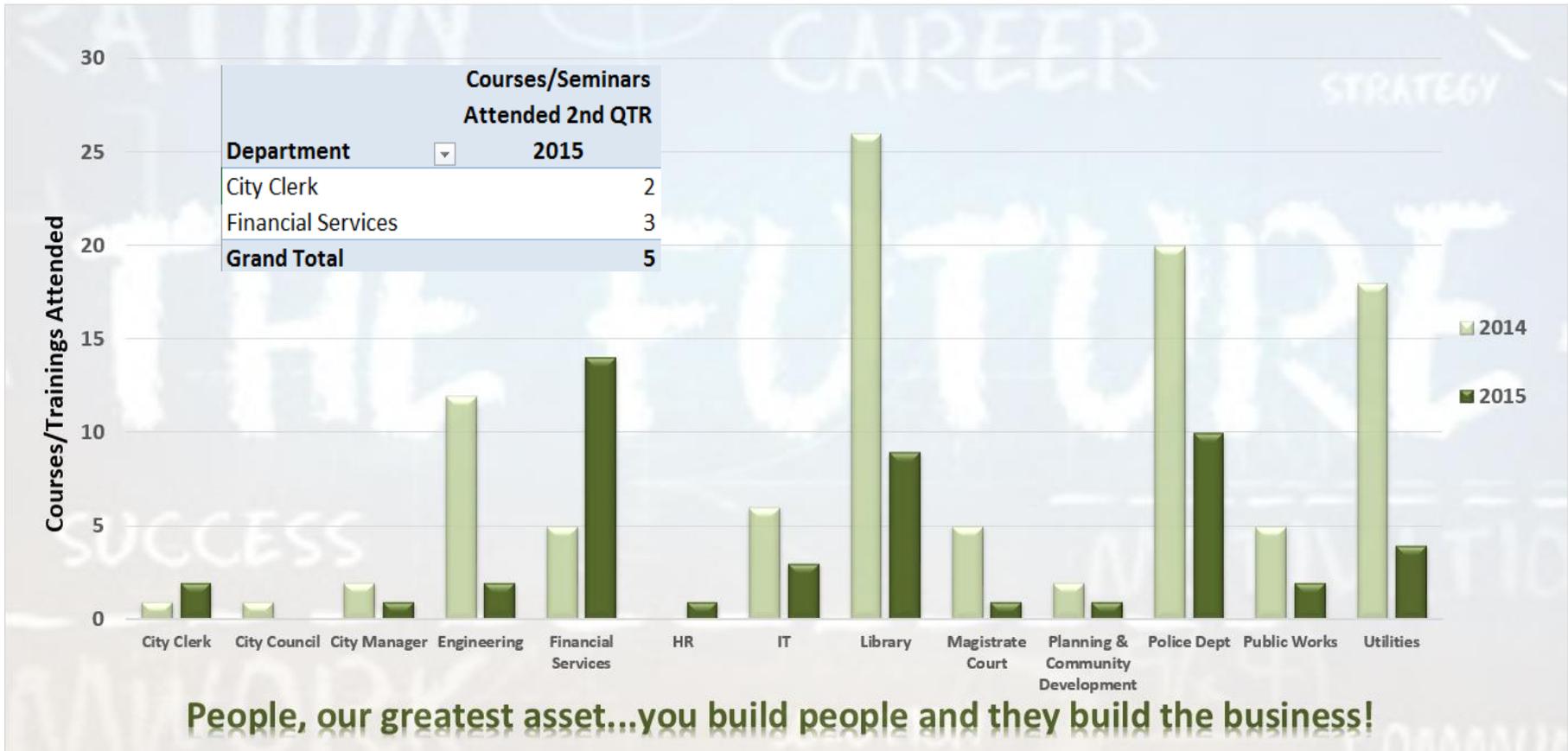
RETENTION POND MAINTENANCE

DATE	LOCATION
04/07/2015	14th Ave., E. & W. side, S. of Relation St.
04/08/2015	Golf Course RV, 13th Ave. & Apricot Loop, Impressive Labels (2)
04/13/2015	Wal-green's (2), Wal-Mart (2)
04/16/2015	Cota Ranch, La Tierra, 8th Ave. & 23rd St., La Tierra, 4th Ave. & 24th St.
04/16/2015	La Tierra, S. of 24th Pl.
04/20/2015	Wal-green's (2), Wal-Mart (2)

04/21/2015	Tierra Bonita (2), Mesa Vista, 12th Ave. & 31st St.
04/22/2015	Wal-green's (2), Wal-Mart (2), 12th Ave. & 7th St., 20th Ave, N. of Relation St.
04/22/2015	16th St.,W. of 10th Ave., Mesa Vista, 13th St. & Apricot Loop
04/28/2015	Walgreen's (2), Wal-Mart (2)

WORK PLANNED FOR MAY:

Damaged sidewalk on Central Ave (next to Potter's House) removed and replaced
 Replace parking lots at City Hall, Police Station, American Legion and new City Magistrate Court
 Work on 1st Ave ditch
 Chip Seal 8th Ave and Landfill Road (City side)
 Assist with supervision of Public Works Department



EDUCATION ASSISTANCE PROGRAM

Current Participants:

- Tammi Webster – AA in Business through Eastern Arizona College
- Herschel Medlin (Police Dept) – BA Homeland Security & Emergency Preparedness

Plan:

- Education Assistance Program re-launched March 2015
- Conduct Succession Planning analysis - pending

Safford City-Graham County Library

Statistical Report

April-15

SUMMARY	Patron Visits	Circulation	Computer Usage			Open Hours	Reference Questions	Homework Help Students Served	Jobs Help Sessions	Website visits	Items in Collection	Facebook- New Likes	Total Reach
			Uses	Minutes	Wi-Fi Uses								
July	10008	10665	1298	68023	362	162	1467	9	35	6801	38593	30	4405
August	8001	8691	1148	66052	330	144	1582	32	31	6259	38804	27	4693
September	9000	9912	1068	66118	336	153	1186	54	46	6483	38709	10	1699
October	8500	9151	1107	62497	359	151	715	50	55	6311	38580	21	4733
November	6900	7169	918	52840	279	126	890	35	46	5522	38446	7	1795
December	7900	7486	1086	66216	443	157	1057	44	22	5457	38527	7	5146
January	8100	8631	1084	62269	357	135	1202	31	34	6224	38645	7	1374
February	8300	8512	1143	67003	357	144	1026	34	42	5704	38830	11	3617
March	9000	9569	1277	77919	389	162	1066	16	50	6240	38754	21	5246
April	8900	10243	1218	75614	323	162	800	23	27	6558	38975	17	4626
May													
June													
Year to Date	84609	90029	11347	664551	3535	1496	10991	328	388	61559	38975	158	37334

	Volunteers			Interlibrary Loans		Classes Taught		Outreach Events		Library Tours		Computer Lab Uses
	Total #	New Volunteers	Hours	Incoming	Outgoing	# of classes	# of students	# of Outreach	# of Attendees	# of Tours	Participants	# of sessions
July	18	18	310	19	6	5	47	0	0	0	0	0
August	23	7	352.5	20	11	3	25	3	651	1	1	2
September	24	8	343	12	12	3	93	2	45	1	5	0
October	26	5	383.5	26	10	5	46	1	346	0	0	0
November	27	5	299.5	19	5	4	39	0	0	1	4	0
December	23	1	292	18	12	2	9	0	0	1	1	0
January	20	1	391.5	18	8	5	90	0	0	2	34	1
February	28	3	284	37	12	12	179	2	24	1	3	0
March	31	4	389	43	9	6	37	1	10	1	17	3
April	23	5	430	26	14	5	65	5	168	1	6	1
May												
June												
Year To Date	243	57	3475	238	99	50	630	14	1244	9	71	7

	New Registrations			Total Number of Patrons		
	Non-			Non-		
	Safford	Safford	Total	Safford	Safford	Total
July	45	62	107	5263	6157	11420
August	41	60	101	5255	6128	11383
September	34	37	71	5213	6083	11296
October	37	54	91	5181	6056	11237
November	32	50	82	5102	6054	11156
December	30	41	71	5085	6038	11123
January	45	43	88	5057	6027	11084
February	27	54	81	5067	6057	11124
March	48	54	102	5058	6027	11085
April	23	62	85	5036	6020	11056
May						
June						
Total	362	517	879	5036	6020	11056

PROGRAMS	Adults		Children 0-5		Children 6-11		Teens	
	# of Programs	Attendance	# of Programs	Attendance	# of Programs	Attendance	# of Programs	Attendance
	July	5	211	24	448	9	443	5
August	0	0	18	393	0	0	1	8
September	2	27	18	425	7	216	1	12
October	3	107	28	955	1	295	1	11
November	1	3	20	370	6	154	1	7
December	1	250	29	357	1	7	1	6
January	2	12	24	478	7	253	1	12
February	4	37	25	481	4	530	2	11
March	2	199	29	527	7	320	1	5
April	3	16	27	568	4	137	1	21
May								
June								
Year to Date	23	862	242	5002	46	2355	15	115

Funds Collected					
	Fines	Photo Copies	Computer Copies	Supplies	Total
July	\$ 53.00	\$ 36.10	\$ 130.60	\$ 15.00	\$ 234.70
August	\$ 126.98	\$ 10.20	\$ 135.95	\$ 15.00	\$ 288.13
September	\$ 164.00	\$ 25.20	\$ 158.25	\$ 3.00	\$ 350.45
October	\$ 148.00	\$ 38.15	\$ 106.10	\$ 6.00	\$ 298.25
November	\$ 87.00	\$ 10.60	\$ 123.15	\$ 3.00	\$ 223.75
December	\$ 166.00	\$ 24.10	\$ 102.05	\$ 6.00	\$ 298.15
January	\$ 75.00	\$ 27.20	\$ 131.55	\$ 12.00	\$ 245.75
February	\$ 169.00	\$ 36.80	\$ 141.50	\$ -	\$ 347.30
March	\$ 148.75	\$ 199.65	\$ 9.00	\$ 12.00	\$ 369.40
April	\$ 97.00	\$ 17.40	\$ 180.45	\$ 18.00	\$ 312.85
May					
June					
Year to Date	\$ 1,234.73	\$ 425.40	\$ 1,218.60	\$ 90.00	\$ 2,968.73

Circulation Elements

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Follett	9790	7680	9055	7889	6298	6705	7671	7274	8254	9047	
Browse	250	230	146	150	218	210	157	168	200	236	
OneClick	108	143	95	72	83	94	177	106	131	168	
E-Books	192	145	131	157	140	148	134	139	129	114	
Tumblebooks	230	437	456	812	398	270	334	729	789	613	
Zinio	95	56	29	71	32	59	158	96	66	65	
Total	10665	8691	9912	9151	7169	7486	8631	8512	9569	10243	
FOLLETT	Destiny Follett Software - The checkout system the library uses to check out materials available in the library.										
BROWSE	Donated paperback books which are in good condition and are not cataloged in our checkout system.										
	These are checked out by patrons giving us the number of paperback books they are borrowing.										
ONE CLICK	Digital Recorded Books - A collection of downloadable audiobooks available for checkout through our website.										
E-BOOKS	OverDrive - eBooks and audiobooks available for checkout through our library website.										
TUMBLEBOOKS	An online collection of animated, talking picture books for young children available through our website.										
ZINIO	An online collection of downloadable popular magazines available through our website.										



Safford City-Graham County Library

MAY 2015

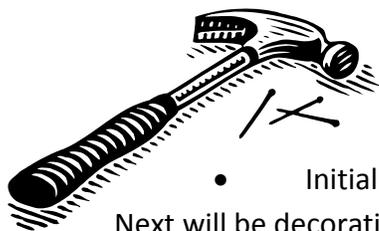
Director's Report

Upcoming Events

May 14 ^h	4:45pm	Library Advisory Board Meeting
May 14 th	3:30pm	Teen Program – Wacky Relay Race
May 27 th	3 & 5pm	Library Flicks – Kick-off Summer Double Feature
May 28 th	12pm	Legal Basics of Divorce/Custody
June 1st	10am	SRP registration and online begins
June 1st	1pm	SEATA Workshop
June 8th	10am	Adult Summer Reading Challenge Begins
June 17 th	3pm	Library Flicks – Guardians of the Galaxy
June 27 th		Library Con
June 30 th	11 & 1pm	Magic Show
July 22 nd	10:30am	Arizona Puppet Theater “Super Puppy”

Library Improvement Update

“Operation Spruce Up” keeps on rolling!



- New end cap shelving for the juvenile, young adult and audio book sections are complete. These have been extremely helpful in highlighting new books, overlooked books and our new graphic novels for reluctant readers!
- Initial interior sign designs are in production and should be installed by end of May. Next will be decorative signage for J Fiction and DVDs.
- Additional security mirrors will be added to the children's area.

Where can I find that? We are working hard to make that question easier to answer.

- By the beginning of summer, we should have new shelf signage for all sections of the library, excluding the easy (picture) books.
- We are purchasing new mousepads for the public computers that will highlight our online resources. We are also revamping our online services brochure to include Mango Languages and our newest service Universal Class coming this summer. Universal Class has over 500 classes for lifelong learners to choose from. The service was purchased by the Friends of the Library.
- This year's **biggest renovation project is the children's picture books**. We are moving our entire Easy book collection to forward facing bins based on user friendly categories. Because of the rush during the summer months, the new shelving and system will be installed in August. Two of the greatest

benefits of the program has been the overhaul of the Easy books themselves and the growth of the Easy Reader category.

Programming Round-up

- **New and expanded programming, such as Spring Break, Dia de los Ninos and Star Wars Day, has been a great success.** We intend to continue and build on these traditions next year.
- **Several Gila Valley businesses are now donating items or even staff for library events including: Sapphire Theater, Aarons Furniture, GCRC, Cottage Bakery, Casa Manana and Home Depot.**



Summer Reading Program preparations are underway! The following activities are planned:

June 1 st	Elementary school and teen program registration and Online SRP opens
June 8 th	Adult Reading Challenge Cards available
June 16 th – July 21 st	PreK, K-2, 3-6 and teen weekly programs; Adult Challenge Card prizes given
June 27 th	Safford Library Comic Con with cosplay and fandoms
June 30 th	Magic Show open for all kids
July 22 nd	Arizona Puppet Theater show open for all preschoolers
July 28 th	End of SRP party and final Adult Challenge Card prize given

Staffing Update

We have two staff members on grant projects that are leaving us: Rane Jones with ScienceCity and Kevin Hansen with Employment Services. We will be advertising Rane's position in mid-June. Kevin is creating an employment manual for staff before he leaves and we are reviewing the best way to help our job-seeking clients in the future. We are also still looking for shelving volunteers!

Grants Update

First Things First (Early Literacy and Imagination Library)

We have just been approved for \$130,000 for FY15-16 for all our early literacy and Imagination Library efforts including the salaries of one full-time and one part-time employee. This calendar year, in addition to our busy calendar of six weekly storytimes and monthly workshops, we will be hosting Dino Days with Eastern Arizona College's Early Education Department, special classes at the local high schools, a workshop for area preschool and kindergarten teachers, summer reading program activities and an annual Community Baby Shower.

United Way of Graham County

In June, we were awarded \$37,562 for a variety of library programs. Because of the departure of our employment specialist, we are reviewing the most appropriate use of these funds and are working with United

Way to extend the time available to expend them. United Way funding is also be available to support ScienceCity and other library activities.

ScienceCity (Freeport McMoRan, AZ Fish and Game, and United Way of Graham County)

In addition to our regular grant funding, FMI recently awarded ScienceCity an additional \$1,500 for participating in a burrowing owl event for all Gila Valley 4th graders. The Morenci Mine and the Safford Mine have both committed to contributing \$10,000 each per year towards our efforts. FMI funding is supplemented by United Way, AZ Fish and Game and private donations.

Library Services and Technology Act (LSTA)

Last year we were awarded \$20,000 for forward facing shelving for the children's area. We will be purchasing the shelving in July for installation in August.

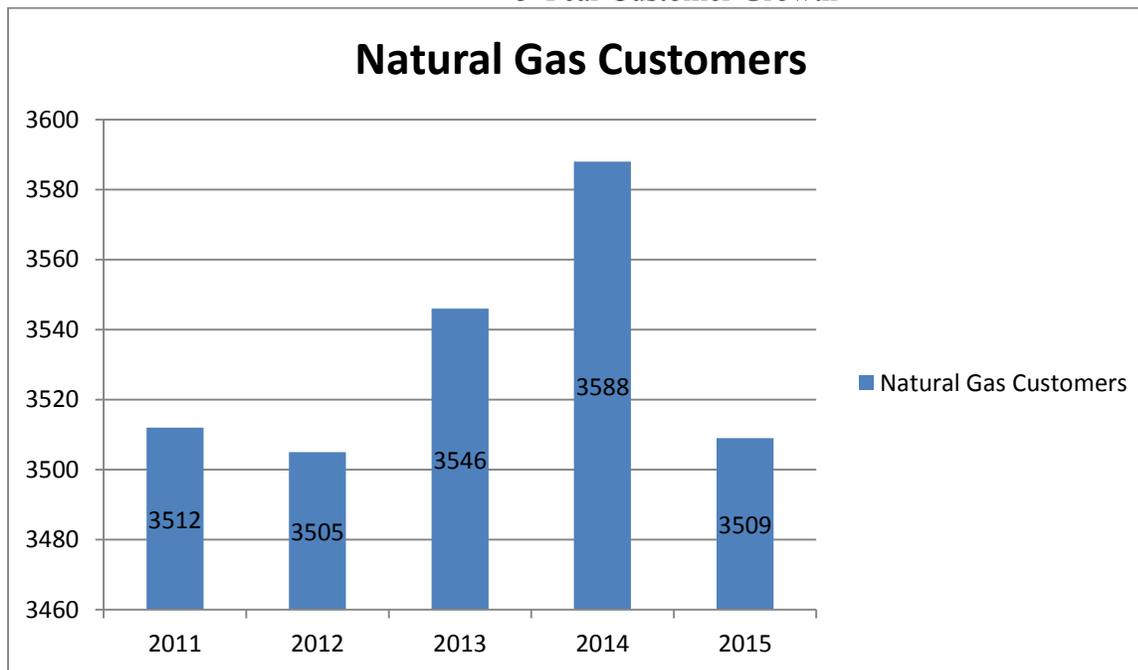
Monthly Statistics for April 2015

Circulation total	10243
Computer minutes	75614
WI-FI users	323
Website visits	6558
New library cards issued	85
Attendance at programs for children 0-5	568
Attendance at programs for children 6-12	137

GAS UTILITY REPORT APRIL 2015

The City’s gas utility current customer count for the month of April is 3,509, compared to 3,588 in April of last year.

5 Year Customer Growth



Year	2011	2012	2013	2014	2015
MCF*	13,223	14,189	10,295	11,746	9,486
#Customers	3,512	3,505	3,546	3,588	3,509

The City has 3,089 residential customers and 420 business customers. The following is a breakdown of natural gas consumed by class:

Business: 3,791 MCF

Residential: 5,695 MCF

During the month of April: peak load 208 MCF on April 16th.
low load 173 MCF on April 2nd.

The average cost per MCF for purchased natural gas for **March** was \$5.86

*MCF = thousand cubic feet

**LANDFILL UTILITY REPORT
APRIL 2015**

Revenues

General Fees	\$ 121,888.71
Closure Fees	<u>\$ 6,081.34</u>
Total Collection for Month	\$ 127,970.05

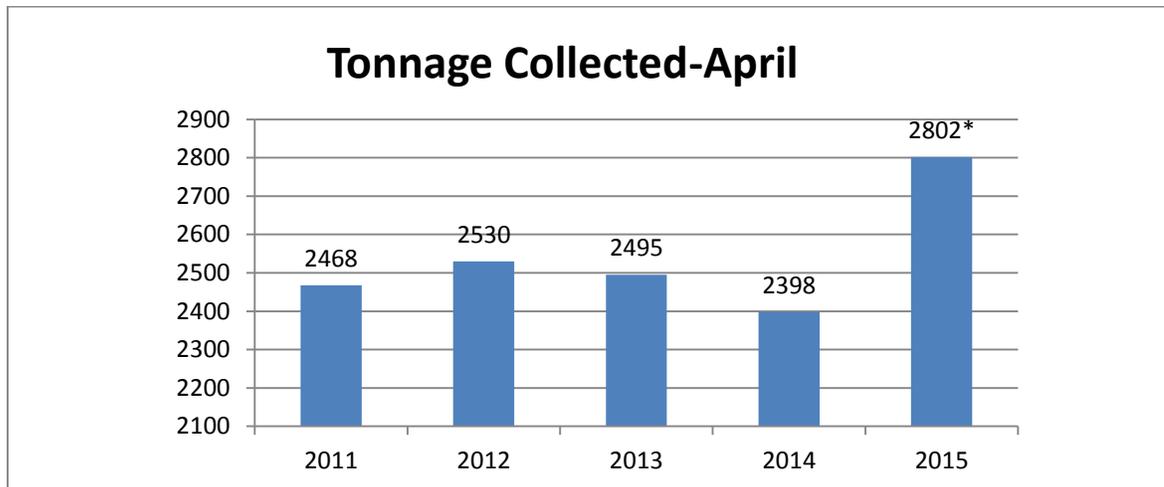
Expenses

Personnel	\$ 11,996.58
General Operations	<u>\$ 76,035.57</u>
Total Operation Cost	\$ 88,032.15

Source

	Tons
City Refuge Carriers	704
Other Refuge Carriers	1,270
Residential waste not picked up by refuge carrier	676
Commercial not picked up by refuge carrier	<u>152</u>
TOTAL TONNAGE COLLECTED	2,802*

**MAKE A DIFFERENCE COLLECTION – 487 TONS*

**Other Activity**

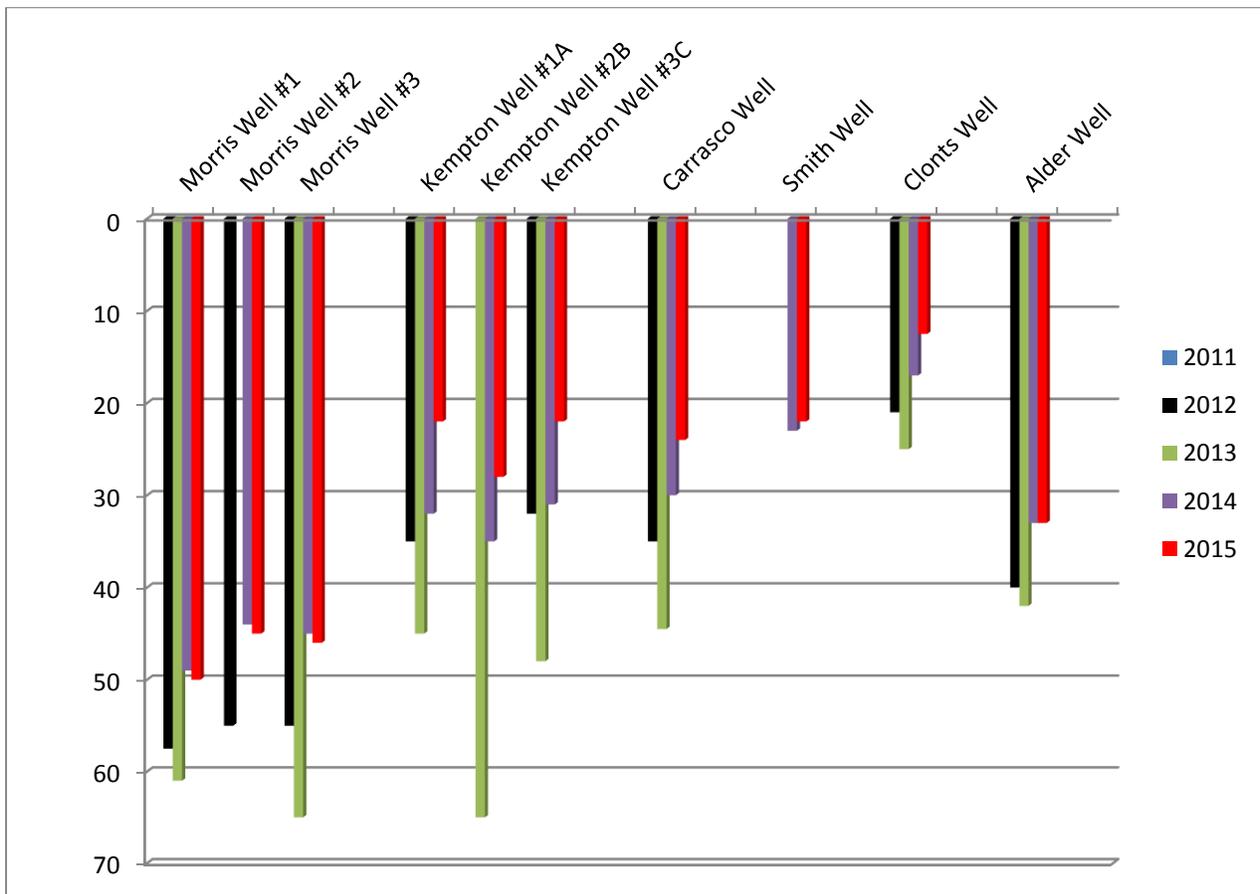
Tire count: 2,626 Dead Animal count: 42

Gas Well Readings: Of the five wells we monitor, two have methane readings over the 5% lower explosive limit. The remaining three wells have readings that do not exceed this threshold. These wells produce normal amounts of gas for a landfill of our size they pose no danger to either staff or the public.

WATER UTILITY REPORT FOR MONTH OF APRIL 2015

2015 WATER WELL DEPTHS APRIL

	Morris Well #1	Morris Well #2	Morris Well #3	Kempton Well A	Kempton Well B	Kempton Well C	Carrasco Well	Smith Well	Clonts Well	Alder Well
PUMP DEPTH	75'	74'	80'	63.5'	80'	65'	75'	65'	72.5'	65'
WATER TABLE	50	45	46r	22	28	22	24	22	12.5	33



I am also including some additional information for you to better understand the status of the water production and delivery system.

We have 11 wells on the system 3 were in production this month.

WELLS OPERATING IN APRIL 2015

- Morris Well #3
- Carrasco Well
- Kempton Well B

WELLS NOT OPERATING IN APRIL 2015

- Kempton Well A
- Kempton Well C
- Morris Well #1
- Morris Well #2
- Clonts Well
- Well #15, emergency back up well for Bonita Creek.
- Alder Well, will start using when other wells in use cannot keep up.
- Smith Well, emergency back up well when all other wells cannot keep up.

Three of our wells were in production during the month of **April 2015**. The wells that were exercised produced **18.02** million gallons collectively. We also collected/produced **85.68** million gallons from the Bonita Creek system for a total production/exercised of **103.67** million gallons this month.

Month over Month Water Production Table

	APRIL 2014	APRIL 2015
Well production *	30.61 Million gals	18.02 Million gals
Bonita Creek flows	68.88 Million gals	85.68 Million gals
Total Water Produced	99.49 Million gals	103.67 Million gals

*In 2014 (2) wells were in production; in 2015 (5) wells were in production

Consumption: During April of this year the city had 7,885 water customers; 6,979 residential and 906 commercial. In the FY 14/15 the City of Safford water system had 31 new water installations. The table below shows the breakdown of the usage between the customer groups as well as the average consumption by grouping.

	# of customers	Gallons sold	Average Use per customer
APR 2015 Residential	6,979	58,908,500	8,441*
APR 2015 Commercial	906	30,220,100	33,356**
APR 2014 Residential	7,073	59,014,700	8,344*
APR 2014 Commercial	963	28,510,300	29,606**

* Residential usage ranges from 5/8" to 2" meter size **commercial usage ranges from a 5/8" to 6" meter size.

Note: consumption and production numbers may not align in the short term. This is due to; read date, number of days in billing cycle, weather patterns, storage tank cycling, non-revenue water use such as flushing, leaks, theft.



ENGINEERING DEPARTMENT

SUMMARY OF PROJECT PLANNING AND GRANTS ADMINISTRATION

May 26, 2015

PUBLIC WORKS DEPARTMENT

Streets:

1. **Main Street Improvements (139-044) /Traffic Signals (122-155):** The improvement portion of the project has successfully been completed. The ribbon cutting was held on April 25. Traffic Signals will be delivered in June and will be installed by the end of July 2015.
2. **20th Avenue Widening (Relation to Golf Course) 127-155:** ADOT approved the environmental study, we are now awaiting the final approval from the FHWA; design will start soon and then we will begin the process to obtain all right of way needed to construct project. We are anticipating design to start in the spring and be completed in the fall.
3. **ADOT Route 191 Sidewalks (109-155):** The Arizona Department of Transportation (ADOT) continues to work on this project. The improvements at the railroad crossing are scheduled to begin June 2015 with construction of the sidewalk and other US 191 improvements slated for fall 2015. City Council has supported ADOT's proposal to eliminate parking on US 191.
4. **HSIP City Wide Sign Replacement Project (173-031):** ADOT has issued the solicitation for the signs, the bids will be opened on May 22. Signs will be installed by Safford Public Works.
5. **Paving Projects:** The scope of these projects will be to replace existing surface with new pavement. The project has been awarded to CKC. Projects will be completed late summer 2015. These projects are:
 - a. **City Hall Parking Lot (184-031):**
 - b. **Police Parking Lot (213-031):**
 - c. **American Legion Parking Lot (214-031):**
 - d. **Magistrate Court (Alternate)**
6. **Central Avenue Paving Project (219-031)-Design:** This project will ultimately rebuild Central Avenue from 7th Street to Main Street. Soil samples have been taken, the material is being tested, and a pavement design is forthcoming. Construction project is in the FY 16 budget.
7. **Replace Undersized Box & Culvert at East 4th Street (221-031):** Project is in design to upgrade the system to be able to pass required flows through the area, minimizing flooding potential. Once design is complete, Public Works will perform the upgrades. Construction will be completed by city forces and is scheduled for June of 2015.

Commented [Gu1]: ADOT has approval the Environmental documents and once the FHWA gives its approval, design and right-of-way will begin.

Commented [HC2R1]:

8. **Reconstruct Sidewalk on Central between Main and Hwy 70 (182-031):** The existing sidewalk is out of compliance and unsafe for pedestrians. Sidewalk replacement/construction will take place concurrent with the Main Street Improvement Project and the outcome will align the sidewalk to new curb elevations. Project is slated to begin in June after school is out of session for the summer.
9. **Handicap Ramps (185-031):** Public Works needs to replace existing ramps with ADA compliant sidewalk ramps. Need to review sites and determine best areas to revise. Quotes will be obtained in May 2015.

Building Maintenance:

10. **Relocation of Magistrate Court (211-152):** Construct addition (new court room) on the south side of the old attorney's office, remodel entrance of existing building to accommodate receptionist, new carpet and paint and if budget allows we will pave the west side of the parking lot. Project is complete and the court is scheduled to move on May 26.

Parks:

11. **Dry Lake Archery Range Improvements (215-155):** This project includes reconfiguration of shooting lanes, clearing lanes, new targets, relocation and construction of new awning. These changes will make the shooting range much safer and user friendly. This project is 95% complete and is slated for final completion at the end of May.

AIRPORT

12. **2014 ADOT Airport Pavement Preservation Project, Runway 8/26 (204-045):** The project includes sealing existing cracks, mill to 1" depth existing pave, and replace with 1" porous friction course overlay on Runway 8/26. Construction scheduled for fall 2015.
13. **2015 ADOT Airport Project, Demo Taxiway A2 & Design Crack Seal/Seal Coat Runway 12/30 (208-045):** Design is complete and we are budgeting this project for construction. We will be using Entitlement Funds from the FHWA with Entitlement Funds from another Airport.
14. **Rehab 12/30 Edge Lights, Replace Electric Vault & Replace Signage:** Design services for the rehabilitation of Runway 8/26 edge lighting, replacement of electrical vault and airport improvements. Design is complete. Apply for FAA grant for construction in spring 2015.

UTILITY DEPARTMENT

Water:

15. **Jensen Addition Service Renewals and Cleanouts (CDBG) 66-653:** This project includes renewing 46 water service lines and installing 59 sewer cleanouts in the Jensen Addition, an area bounded by 8th Street and Main Street, between US 191 and US 70. We received the executed contract in January and held the pre-design meeting in March. Design should be completed by August 2015.
16. **Flex-Net Meter Program (66-630, 68-630, 69-630):** Ongoing replacement of old style meters with the new AMI System. The majority of the water meters within Safford city limits are complete and we are currently working on the meters in the Town of Thatcher. Gas and Electric meters will be complete in June 2015, Water meters will be complete December 2016.

17. Phase II 20th Avenue 12" Main Extension (66-637): This project includes design and construction of 12" main from 26th Street to Golf Course Road. Design to be completed in FY 15 and construction in FY 16.

18. Water Source Exploration (66-544): This will be another exploratory drilling project to look for another additional water source on the Carrasco Well Property.

19. Water Relocation Line - Stratton Drive (66-652): The Engineering Department has started the design process.

20. 14th Avenue/Meadow Lane Water Line Relocation (66-657): Looking at the possibility of relocating the existing water line to the Relation Street right of way.

21. Bluff Well (66-660): Complete purchase of well and the construction of the water main that will connect the Bluff Well with our existing system. This pipeline is 3,530 feet in length and will require easements from three separate property owners. The agreement has almost been finalized with one of the property owners and we are working on agreements with the remaining two. Once the agreement is finalized, material bids will be solicited. Construction is tentatively slated to begin in June.

Commented [Gu3]: Im not sure when construction is to begin.

22. Swift Trail Pipeline Project (66-661): This project is the construction of approximately 7,700 feet of water main from two U of A well sites. The project is currently under construction and anticipated to be complete late summer 2015. We are waiting on a permit from the State Land Department for a small section of pipeline.

Wastewater:

23. Sewer 20th Street and Central (67-622): Need to examine and perhaps redesign a portion of this sewer line to remove a constriction as time permits.

24. WWTP – Reclaimed Water Line Project (67-667): Design outfall mods, lagoon mods and pumping station. Water crew will order and start installing pipe in April to begin Phase I of III.

25. Manhole Rehab 14/15 (67-613): This project is the rehabilitation of approximately 40 manholes. The rehab consists of cleaning, re-grouting and applying an epoxy coating over the entire surface of each manhole. The project has been awarded to Manhole Coatings of Scottsdale, and they are scheduled to mobilize in July 2015.

26. Vac Truck Shade Structure 40ft x 60ft (67-642): Site work, foundation and erection of one (1) 40ft x 60ft pre-fabricated steel building. This is a prefabricated building that has already been purchased and proposed to be built on the west side of the Mesa Yard. This building will house the VAC-CON sewer truck and other equipment such as our valve exerciser. We requested quotes for the construction in December and quotes came in higher than our anticipated amount of \$50,000. The job order contracting option nearly doubled our estimated amount. We have increased our budget and this project will be formally bid in FY 16.

Electric:

27. Substation Upgrade (69-665): This project consists of replacing switches, old outdated portions of some underground primary and the installation of one distribution steel pole just outside of the

substation that will replace two old wooden poles. There has been a steady increase in loads and this upgrade will compensate for additional loads and redundancy. Held design kick-off meeting with TOR Engineering in April, design should be complete by the end of May. Planning construction in 15/16.

28. NW 70 Rebuild (69-672): This project consists of the replacement of eight wooden distribution poles with steel engineered poles. The project area is located on the north side of Highway 70 from the 1500 block west to the 1900 block. Held design kick-off meeting with TOR Engineering in April, design should be complete by the end of May. Planning construction in 15/16.

Landfill:

29. Landfill Vertical Expansion (228-650): This project will prepare an amendment to the Graham County Regional Landfill Solid Waste Facility Plan (SWFP) as a Type IV Change in order to permit a vertical expansion and provide capacity for solid waste disposal for the next 30 years.

30. Landfill 404 Compliance (235-650): This project is proceeding, our consultant, Kimley-Horn is working on this project which will bring us into 404 Compliance with Corp of Engineers. We have answered the Corps concerns on the Notice of Violation and we are now beginning the work on the plans that will address concerns.

Public Works Projects – Planning Stage

1. **Relation Street improvements from 14th Ave to 20th Ave.** Design for this project is on the FY 16 CIP.
2. **Frye Mesa Dam Safety Improvements.** This project is currently on hold. A meeting is scheduled to discuss the City's continuing role with the dam.
3. **Graveyard Dam Improvements:** Based on the results of the Kimley-Horn & Associates (KHA) report, the minimum freeboard during the half Probable Maximum Flood (PMF) event is less than the Arizona Department of Water Resources (ADWR) requirements for existing dams. The second phase of these improvements will be to actually complete the design followed by phase 3, construction. Construction was estimated at \$3.0 million of which the City would have to match 1/3 of the construction cost. We have received a \$20,000 grant from NRCS to study the Emergency Spillway.
4. **14th Avenue from Relation Street to 8th Street:** Researching projected cost and funding sources. The design for this project is on the FY 16 budget.

Grant Administration

1. This office continues to review grant requests and possible matching grants.

Unfunded Projects

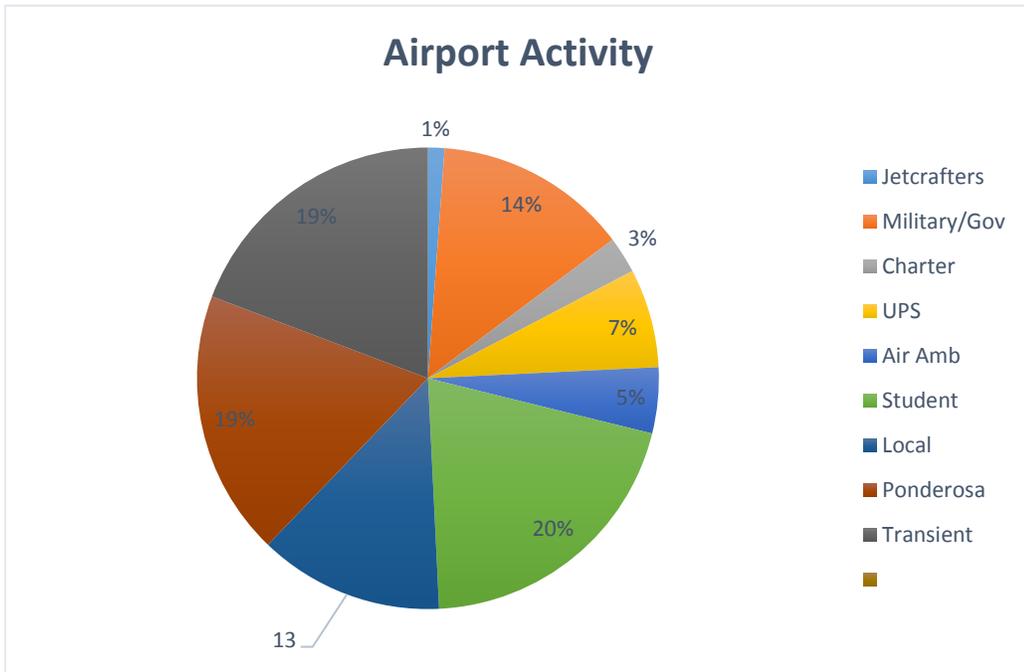
1. 26th Street Improvements.
2. Safety improvements to Graveyard Wash Dam.
3. E. 8th Street from US 191 to US 70
4. Hollywood Road from US 70 to City Limits
5. Discovery Park from 20th Avenue to US 191
6. 20th Avenue from Discovery Park to Golf Course Road
7. Water Tank at Airport to increase fire flow

Law Office of Matt N. Clifford, P.C.
City of Safford Prosecutor Report
 APRIL, 2015

Declined to Prosecute	2
Complaints Filed	9
Citations Issued	31
Pretrial Conferences	45
Trials	1
Restitution Hearings	None
Dismissed Cases	1
Shoplifting	6
Criminal Damage	2
Assault	4
Disorderly Conduct	4
Domestic Violence Allegations	4
Violation of Court Order	2
Criminal Trespass	4
Leash Law, Vicious dog, No Vaccination	4
Theft	2
False Reporting to Police Officer	2
Possession of Drug Paraphernalia	4
Possession of Marijuana	1
Harassment	1
Failure to Comply with Police Officer	3
Driving on a Suspended License	8
Threatening	1
Criminal Littering	1
Plead Guilty	40

Jetcrafters	9	1%
Military/Gov	106	14%
Charter	20	3%
UPS	54	7%
Air Amb	36	5%
Student	159	20%
Local	101	13%
Ponderosa	145	19%
Transient	150	19%
	780	100%

#8-10



CITY OF SAFFORD

ACCTS PAYABLE CHECKS \$5,000 OR LARGER

FEBRUARY 2015

CHECK DAT	REF #	PAYEE	DESCRIPTION	AMOUNT
2/24/2015	137089	ARIZONA POWER AUTHORITY	MONTHLY APA PURCHASED ELECTRIC	\$6,370.42
2/10/2015	137001	ARIZONA STATE TREASURER	MONTHLY PASS THRU COLLECTIONS FROM MAGISTRATE	\$13,763.53
2/10/2015	137002	BORDER STATES INDUSTRIES INC	INVENTORY GAS AND ELECTRIC	\$6,153.36
2/10/2015	137003	CITY OF SAFFORD	COS UTIL BILLS JANUARY 2015	\$47,335.65
2/10/2015	137004	CITY OF SAFFORD-LANDFILL	LANDFILL CHARGES JANUARY 2015	\$31,707.34
2/24/2015	137094	CLEAN HARBORS	OIL REMOVAL @ WASTEWATER TREATMENT PLANT	\$5,573.00
2/10/2015	137071	CONTECH ENGINEERED SOLUTIONS	CULVERT FOR WESTSIDE OF 2ND AVE	\$5,457.00
2/10/2015	137006	D O WARD'S CUSTOM BUILDERS INC	AIRPORT BARRACKS BLDG DEMO	\$29,120.00
2/10/2015	eC24680004	DANA KEPNER COMPANY, INC.	INVENTORY WATER	\$45,575.94
2/24/2015	eC24700011	DANA KEPNER COMPANY, INC.	INVENTORY WATER	\$10,729.03
2/10/2015	eC24680005	DOLLYWOOD FOUNDATION	LIBRARY IMAGINATION BOOKS	\$9,567.94
2/24/2015	137097	EAST VALLEY STONE & MASONRY	BLOCK WALL @ CHEYENNE WELL	\$6,460.00
2/24/2015	eC24700016	EL PASO NATURAL GAS CO.	MONTHLY EL PASO PURCHASED GAS	\$18,149.45
2/24/2015	eC24700019	ERMCO	INVENTORY ELECTRIC	\$7,430.21
2/10/2015	137007	FARNSWORTH WHOLESALE COMPANY	INVENTORY-WATER	\$11,219.39
2/24/2015	eC24700022	GRAHAM COUNTY CHAMBER OF	2.5% BED TAX ADOR REPORT-MONTHLY	\$5,993.36
2/24/2015	137098	GRAHAM COUNTY ELECTRIC CO-OP	MNTHLY CITYWIDE ELECTRIC & GAS	\$16,497.03
2/10/2015	137009	HINTON BURDICK CPAS & ADVISORS	AUDIT FY 13-14	\$33,723.80
2/24/2015	137103	KIMLEY HORN & ASSOCIATES, INC	LANDFILL FEASIBILITY STUDY	\$5,772.58
2/24/2015	137095	MATT N. CLIFFORD	PROSECUTION SERVICES FEB 2015	\$7,000.00
2/24/2015	137119	NATIONAL BANK	HANGAR PAYMENTS-MONTHLY	\$13,482.16
2/24/2015	137122	SAFFORD VOLUNTEER FIREFIGHTERS	FY 14 BUDGET CONTRIBUTION FIREFIGHTERS	\$35,000.00
2/10/2015	137067	SENERGY PETROLEUM	7471 GALS DIESEL #2 FUEL	\$15,054.07
2/24/2015	137124	SEVERN TRENT ENVIRONMENTAL	O&M BASE SVC FEE FEB 2015 WASTERWATER FACILITY	\$11,001.31
2/24/2015	137125	SIMS MURRAY LTD	PROFESSIONAL SERVICES DEC 2014	\$5,304.00
2/10/2015	137070	SMARTWORKS PLUS INC	MONTHLY CONTRACT PYMNT	\$22,897.00
2/24/2015	137128	SOUTHWEST PUBLIC POWER AGENCY	MONTHLY SWPPA PURCHASED ELECTRIC	\$283,001.39
2/24/2015	137129	SOUTHWEST TRANSMISSION	MONTHLY SW TRANS PURCHASED ELECTRIC	\$53,139.29
2/24/2015	137130	SPRINGBOK DEVELOPMENT LLC	MAINTENANCE PMT MAR 2015	\$16,666.00
2/24/2015	eC24700044	U.S. DEPT. OF ENERGY	POINT TO POINT TRANSMISSION SERVICE	\$5,810.80
2/24/2015	137132	UNITED STATES POSTAL SERVICE	POSTAGE FOR UTIL BILL SHUT OFF	\$15,000.00
2/10/2015	137077	WESTERN REFINING WHOLESALE	8486 GALS UNLEADED FUEL	\$14,409.99

DATE	REF #	DESCRIPTION	AMOUNT
2/28/2015	JE 02-04	MUNIGAS JAN 2015 DELIVERIES	\$166,724.81
2/28/2015	JE 02-05	SALES TAX PD FOR JAN 2015	\$132,212.16
2/28/2015	JE 02-05	CC COLL FEE CHASE BANK	\$8,945.28

P-Card Report
for the month of February
January 21, 2015 - February 20, 2015

Date	Amount of Purchase	Department Total Purchase	Vendor	Description of Purchase
Admin Services				
1/21/2015	21.40		EL CHARRO OF SAFFORD	NEW EMPLOYEE LUNCH 2 PEOPLE
1/26/2015	456.12		INT CMI QUICK COPY	UTIL CHNG FORMS, LABEL ENVELOPES
2/3/2015	8.56		WM SUPERCENTER #1149	CREDIT CARD CONTAINERS
2/10/2015	219.00		ONLINE INFORMATION SVC	WEB ACCESS/DEP CHECKS
2/13/2015	78.04		MISSION LINEN	UNIFORM RENTALS
2/17/2015	149.00		SKILLPATH SEMINARS MAI	TRAINING MGRS SUPERVISORS CONF
2/19/2015	149.00		SKILLPATH SEMINARS MAI	TRAINING WOMEN'S CONFERENCE
1/28/2015	4.54		SAFFORD BLDG & ACE HDW	FUEL BUTANE RONSON
		\$1,085.66		
Accounting Services				
1/21/2015	276.68		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	104.08		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	36.98		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	40.01		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	54.07		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	108.14		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	334.24		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	40.01		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	108.14		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	235.39		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	760.23		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	18.20		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	72.27		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	375.29		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	162.74		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	124.12		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	40.01		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	208.39		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	54.07		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	72.27		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	1,155.16		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	142.38		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	199.14		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	337.01		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	113.87		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	90.47		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	54.07		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	689.82		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	57.07		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	65.48		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	552.34		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	64.18		VZWRLSS IVR VB	CELL PHONE CHARGES
1/21/2015	43.26		JOESCRBSHK-TEMPE BASE	1 PERSON 1 MEAL 2015 LOCAL & ST GOVT CONF
1/22/2015	160.84		DOUBLETREE PHX TEMPE	1 NIGHT 2015 LOCAL & ST GOVT CONF LOCATION
1/26/2015	176.96		CENTURYLINK	PHONE
1/29/2015	99.00		NETSOFT/1099 EXPRESS	2015 1099 PROGRAM
2/5/2015	1,938.10		DIGITAL IMAGING SYSTEM	CITYWIDE PRINTING COSTS
2/7/2015	22.47		IN METCO WATER LLC	WTR - CITY HALL UPSTAIRS
2/10/2015	6,002.34		CENTURYLINK	PHONE
2/10/2015	119.22		CENTURYLINK	PHONE
2/10/2015	589.26		CENTURYLINK	PHONE
2/10/2015	99.06		CENTURYLINK	PHONE
2/10/2015	297.18		CENTURYLINK	PHONE
2/10/2015	108.39		CENTURYLINK	PHONE
2/10/2015	212.88		CENTURYLINK	PHONE
2/10/2015	101.79		CENTURYLINK	PHONE

P-Card Report
for the month of February
January 21, 2015 - February 20, 2015

Date	Amount of Purchase	Department Total Purchase	Vendor	Description of Purchase
2/10/2015	101.56		CENTURYLINK	PHONE
2/10/2015	101.79		CENTURYLINK	PHONE
2/13/2015	292.00		HIBU INC. - PACIFIC	YELLOW PGS ADVERTISING
2/13/2015	72.00		CENTURYLINK	PHONE
2/13/2015	32.19		MISSION LINEN	ANNEX OFFICE LINEN/RUGS
2/13/2015	139.65		CENTURYLINK	PHONE
2/14/2015	276.68		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	104.08		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	-4.72		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	40.10		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	54.07		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	108.14		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	-27.73		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	40.01		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	108.14		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	259.81		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	1,104.27		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	18.20		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	72.27		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	225.70		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	164.73		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	124.12		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	40.01		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	251.60		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	54.07		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	72.27		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	985.56		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	144.54		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	199.14		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	364.51		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	113.87		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	90.47		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	54.07		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	610.13		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	65.80		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	140.48		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	343.74		VZWRLSS IVR VB	CELL PHONE CHARGES
2/14/2015	310.21		VZWRLSS IVR VB	CELL PHONE CHARGES
2/13/2015	6.93		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	14.80		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	10.16		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	0.72		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	4.28		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	2.73		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	20.64		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	3.74		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	3.63		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	22.09		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	7.74		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	0.46		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	8.94		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	0.09		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	20.88		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	5.12		NTS COMMUNICATIONS INC	PHONE LONG DISTANCE
2/13/2015	139.65		CENTURYLINK	PHONE
2/13/2015	91.54		CENTURYLINK	PHONE
2/5/2015	220.00		INST OF CERTIFIED MGMT	MEMBERSHIP FOR IMA
		\$24,548.74		

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Date	Amount of Purchase	Department Total Purchase	Vendor	Description of Purchase
City Clerk				
1/22/2015	75.38		WAL-MART #1149	Snacks for Council Work Session
2/6/2015	20.80		IN METCO WATER LLC	WTR - City Hall
1/21/2015	68.68		EASTERN ARIZONA COURIE	Legal Advertising Liquor License
1/26/2015	360.00		SESAC INC	Event Music License
1/26/2015	150.00		DAIRY QUEEN #15092	B-Day Gift Cards Feb-March
2/9/2015	103.86		MISSION LINEN	Rugs & Janitorial Supplies
2/9/2015	<u>98.34</u>		MISSION LINEN	Rugs & Janitorial Supplies
		\$877.06		
City Manager				
2/2/2015	<u>37.62</u>		EL CHARRO OF SAFFORD	MEETING ON BC AGREEMENT 4 PEOPLE
		\$37.62		
City Court				
1/27/2015	25.00		QUILL CORPORATION	deskpap/adhesive notes
1/28/2015	190.05		ABACUS SOLUTIONS LLC	court forms
2/6/2015	22.30		IN METCO WATER LLC	wtr - court
2/10/2015	<u>43.65</u>		MISSION LINEN	rug srvs
		\$281.00		
Engineering				
2/17/2015	335.00		PERFECT PRINTZ	BELT KIT AND LABOR FOR PLOTTER
2/12/2015	30.00		AMER SOC CIVIL ENGINEE	STATE MEMBERSHIP DUES
2/12/2015	255.00		AMER SOC CIVIL ENGINEE	NATIONAL MEMBERSHIP DUES
2/17/2015	86.83		MHP ENGINEERING NEWS R	SUBSCRIPTION RENEWAL
2/17/2015	30.00		SHELL OIL 605412204QPS	FUEL- PHNX CORPS OF ENGINEERING MTG
2/9/2015	2,943.95		TRI COUNTY MATERIALS	Landscaping Rock-BOR Grant
2/11/2015	110.00		AMAZON MKTPLACE PMTS	toner cartridge-gis
2/18/2015	26.89		WM SUPERCENTER #1149	card stock & tabs not @ WH
2/18/2015	<u>27.14</u>		VERIZON WRLS W4615-01	Screen protector
		\$3,844.81		
Fire Department				
2/14/2015	288.75		WM SUPERCENTER #1149	Cameras qty 2 and Camera Bag qty 2
2/17/2015	193.95		L N CURTIS & SONS	Helmet qty 1
2/17/2015	3,573.90		L N CURTIS & SONS	Rescue Jacks
2/17/2015	173.28		L N CURTIS & SONS	Helmet qty 1
2/17/2015	460.28		L N CURTIS & SONS	Class A Foam
2/17/2015	<u>173.28</u>		L N CURTIS & SONS	Helmet qty 1
		\$4,863.44		
Human Resources				
1/20/2015	18.18		EL CHARRO OF SAFFORD	New hire Lunch Cliff, Tammy
2/13/2015	43.44		5TH AVENUE FLORIST AND	Funeral Sally Holguin's brother
2/16/2015	125.00		GILA HEALTH RESOURCES	CDL Clark Bingham
2/16/2015	77.00		GILA HEALTH RESOURCES	Resp Fit Jacob Porter
2/16/2015	125.00		GILA HEALTH RESOURCES	CDL Paul John
2/16/2015	125.00		GILA HEALTH RESOURCES	CDL Ramon Melendrez
2/16/2015	125.00		GILA HEALTH RESOURCES	CDL Chad Hogle
2/16/2015	158.45		TERRYBERRY COMPANY	YOS pin / Alice Barragan
2/18/2015	<u>43.44</u>		5TH AVENUE FLORIST AND	Funeral Robbie Claridge's Sister
		\$840.51		
IT Department				
1/20/2015	108.50		Amazon.com	10 SanDisk 16 GB Class 4 SDHC Memory Card for Police / Supplies
1/22/2015	18.59		AMAZON MKTPLACE PMTS	Laser Pointer for antenna alignment
1/29/2015	678.15		CDW GOVERNMENT	Server Memory Purchase
2/3/2015	4.75		Amazon web services	Cloud Storage Backups

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2/4/2015	1,296.75		SOLARWINDS	IP Address tracker and management tool
2/5/2015	19.99		AMAZON MKTPLACE PMTS	Mouse replacement for IT
2/6/2015	53.42		AMAZON MKTPLACE PMTS	Ergonomic mouse and keyboard for Leslie
2/10/2015	21.71		AMAZON.COM	Replacement charger
2/11/2015	54.25		AMAZON.COM	Lightning to USB Cables
2/12/2015	81.19		AMAZON MKTPLACE PMTS	Flying Leads for New Court Cabling
2/13/2015	178.06		AMAZON MKTPLACE PMTS	100 ft multi-format cable and wall plates
2/13/2015	279.76		AMAZON MKTPLACE PMTS	100 ft digital runner cable
1/22/2015	9.20		WAL-MART #1149	Gorilla Tape for securing cables during the council retreat.
2/6/2015	573.53		TELEPHONYWARE LLC	Extended Microphones for Myoc and Annex Conference Phones.
2/19/2015	49.89		SQ CJC TECHNOLOGIES L	Replacement and spare batteries for ethernet cable tester.
1/21/2015	644.98		WWW.NEWEGG.COM	PC parts for faulty IT computer
1/22/2015	156.37		CRUCIAL.COM	16 Gb Memory sticks
1/21/2015	21.59		WAL-MART #1149	Long USB cable for police dept
1/23/2015	147.99		AMAZON MKTPLACE PMTS	Surface pro 3 docking station for Water Department
1/24/2015	124.99		AMAZON MKTPLACE PMTS	Surface pro 3 type cover for Water Department
1/24/2015	19.90		AMAZON MKTPLACE PMTS	Surface pro 3 screen protector for Water Department
1/26/2015	949.99		AMAZON MKTPLACE PMTS	Surface pro 3 for Water Department
1/29/2015	57.99		AMAZON MKTPLACE PMTS	Bluetooth headset for Gas department
2/2/2015	8.99		AMAZON MKTPLACE PMTS	USB bluetooth adapter
2/2/2015	64.06		AMAZON MKTPLACE PMTS	Wireless print server
2/2/2015	1.37		AMAZON MKTPLACE PMTS	USB Type A to USB Type B adapter
2/4/2015	154.00		NEUSTAR/NEULEVEL, INC.	DNS hosting for ci.safford.az.us
2/5/2015	39.95		LNR LUNARPAGES WEBHOST	Cityofsafford.us web hosting
2/12/2015	8.11		SAFFORD BLDG & ACE HDW	3 Boxes for network drops
2/12/2015	8.11		SAFFORD BLDG & ACE HDW	3 Boxes for network drops
2/14/2015	21.95		HSW HOSTWAY.COM	Web hosting for saffordcitycode.net
2/18/2015	500.00		ICON ENTERPRISES INC	Civic Plus Media Center
		\$6,358.08		
Library Department				
1/20/2015	79.80		WM SUPERCENTER #1149	5 DVD's for Library Collection
1/27/2015	59.40		COVER ONE	Glue sticks for book repair
1/29/2015	115.49		WALKER DISPLAY, INC	Rods and hooks for art displays
1/30/2015	58.28		DEMCO INC	Paper hinge tape for books
2/3/2015	36.02		AMAZON MKTPLACE PMTS	2 Series DVD's for Library Collection
2/3/2015	13.99		AMAZON MKTPLACE PMTS	1 YA Manga series bk for YA Collection
2/3/2015	15.38		WM SUPERCENTER #1149	Bulbs for restroom-Feather duster not @ WH
2/3/2015	10.86		DOLLAR GENERAL #6614	Cooling fan for front desk
2/5/2015	53.88		WAL-MART #1149	5 DVD's for Library Collection
2/5/2015	141.43		QUILL CORPORATION	Therm rolls for receipt printer
2/8/2015	152.98		AMAZON MKTPLACE PMTS	9 Series DVD's for Library Collection
2/11/2015	110.10		MISSION LINEN	Linen Service
2/1/2015	110.50		CABLE ONE INC 1	Internet for Public computers
2/6/2015	1,009.00		FOLLETT SCHOOL Solutio	Annual Access for ILS system
2/11/2015	189.14		OCLC	Monthly Access(Vendor split recpt on full pmt.)
2/16/2015	5.54		WAL-MART #1149	Reusabe fabric for Book Displays
2/18/2015	378.28		OCLC	Monthly Access(Vendor split recpt on full pmt.)
2/6/2015	96.94		ULINE SHIP SUPPLIES	Kraft shopping bags for Community Baby Shower
2/9/2015	212.91		USPS 03725205533806167	Postage for FTF Imagination Lib. Bks.
		\$2,849.92		
Planning & Zoning				
2/6/2015	28.47		IN METCO WATER LLC	WTR City Annex
2/12/2015	76.92		EASTERN ARIZONA COURIE	General Plan RFP Legal Ad
2/12/2015	39.98		EASTERN ARIZONA COURIE	Down Through the Years Promo
2/18/2015	25.43		WM SUPERCENTER #1149	Mailing Labels; Cardstock
		\$170.80		

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Police Department				
1/22/2015	24.00		PP ARIZONAASSO	Reg for AzCOPS Meeting/no lunch
1/22/2015	7.09		GUAYOS EL REY	Mealx1/AzCOPS Meeting/enrt to Safford
2/10/2015	4,983.82		B AND B ENTERPRISE	4 Utility Boxes for Police Tahoes
2/16/2015	8,745.04		IN CURTIS LANDSCAPE A	Firing Range/reinforce & stabilization/CIP Project
2/17/2015	116.37		Amazon.com	Lable Printers for Evidence
1/21/2015	1,811.76		INTOXIMETERS	AzGOHS Grant Awarded/ PBTProject #227-146
1/27/2015	150.00		IACP	ISCPP Duesx2/O'Neal & Lackner
2/6/2015	30.34		CHILI'S SUPERSTITION S	Mealx2/AzGOHS Grant Trng/O'Neal-Lackner
2/6/2015	26.62		CHEVRON 0302139	Fuel/AzGOHS Grant Trng/ V 11-18
2/12/2015	50.00		PAYPAL PHXTRAINING	Regx1/Crim Inv Cellular Tech Trng/Phx
2/11/2015	7.49		INT CMI QUICK COPY	Badge Return/Entenemann & Rovin
2/18/2015	35.70		MISSION LINEN	Cleaning Maintenance
2/18/2015	146.25		ENTENMANN-ROVIN COMPAN	Flat Badge for Ofc. Palma
2/10/2015	25.87		WAL-MART #1149	Office Supplies not in Warehouse
2/17/2015	36.26		CIRCLE K 06665	Fuel/Pinetop for MRAP Vehicle V 11-38
2/16/2015	23.82		BUFFALO WILD WINGS 019	Mealx1/Black Asphalt Trng/Florence, Az
2/17/2015	8.21		SUBWAY 00314807	Mealx1/Black Asphalt Trng/Florence, Az
2/17/2015	40.25		BJS RESTAURANTS 446	Mealx1/Black Asphalt Trng/Florence, Az
2/18/2015	10.11		SUBWAY 00314807	Mealx1/Black Asphalt Trng/Florence, Az
2/18/2015	28.14		BUFFALO WILD WINGS 019	Mealx1/Black Asphalt Trng/Florence, Az
2/19/2015	8.12		JACK IN THE BOX #1160	Mealx1/Black Asphalt Trng/Florence, Az
2/19/2015	482.34		LA QUINTA INNS 0976	Black Asphalt Trng/ 3 Nights, 2 People
1/20/2015	195.35		WM SUPERCENTER #1149	Camera for Officer Chris Palma
2/4/2015	770.00		JOHN E. REID AND ASSOC	Registration/Interview Trng/Tempe
2/10/2015	24.43		TEXAS RDHSE HOLDINGS L	Mealx1/Interview Trng/Tempe
2/11/2015	16.50		APPLEBEES 925798292576	Mealx1/Interview Trng/Tempe
2/11/2015	7.84		CHIPOTLE 0744	Mealx1/Interview Trng/Tempe
2/12/2015	7.44		EINSTEIN BROS BAGELS11	Mealx1/Interview Trng/Tempe
2/11/2015	14.44		PITA JUNGLE TEMPE	Mealx1/Interview Trng/Tempe
2/13/2015	542.96		FOUR POINTS BY SHERATO	Interview Trng/ 4 Night 1 Person
2/13/2015	8.10		JIMMY JOHNS - 90038	Mealx1/Interview Trng/Tempe
2/12/2015	28.37		CIRCLE K 08592	Fuel/Interview Trng/Tempe V 11-18
2/12/2015	18.39		CHILI'S DOBSON	Mealx1/Interview Trng/Tempe
2/17/2015	6.74		SUBWAY 00314807	Mealx1/Black Asphalt Trng/Florence, Az
2/16/2015	23.82		BUFFALO WILD WINGS 019	Mealx1/Black Asphalt Trng/Florence, Az
2/17/2015	35.74		BJS RESTAURANTS 446	Mealx1/Black Asphalt Trng/Florence, Az
2/18/2015	1.52		CHEVRON 0352231 Q61	Mealx1/Black Asphalt Trng/Florence, Az
2/18/2015	10.11		SUBWAY 00314807	Mealx1/Black Asphalt Trng/Florence, Az
2/18/2015	22.14		BUFFALO WILD WINGS 019	Mealx1/Black Asphalt Trng/Florence, Az
2/19/2015	7.58		JACK IN THE BOX #1160	Mealx1/Black Asphalt Trng/Florence, Az
2/18/2015	35.00		CHEVRON 0209364	Fuel/Black Asphalt Trng/Florence, Az V 11-90
1/29/2015	1,377.75		UNIVERSAL POLICE SUP	ProTac HL Flashlightsx12
2/12/2015	218.28		SILVER CREEK/RODEWAY I	Lodging for Cadet Brooks Knight
2/17/2015	45.48		CATTLEMENS STEAKHOUSE	Mealx3/Pinetop/Pick up MRAP Vehicle
		\$20,215.58		
Public Works				
1/28/2015	6.00		SAFFORD SHINING TIMES	CITY VEHICLE WASH V10-181
2/4/2015	-12.46		WAL-MART #1149	CHRISTMAS FLOAT SUPPLIES
2/4/2015	32.57		VERIZON WRLS W4615-01	CITY CELL PHONE CASE
2/19/2015	4.25		SHINING TIMES CARWASH	CITY VEHICLE WASH V10-181
1/22/2015	1,350.00		CRANE & HOIST OF ARIZO	ANNUAL CRANE (2) INSPECTIONS
1/22/2015	77.82		FLEETMATICS USA, LLC	FLEET TRACKING SUBSCRIPTION
1/22/2015	252.09		FLEETMATICS USA, LLC	FLEET TRACKING SUBSCRIPTION
1/28/2015	630.00		IN CRISLER PEST CONTR	BEE REMOVAL/CITY PEST SPRAY
1/29/2015	77.82		FLEETMATICS USA, LLC	FLEET TRACKING SUBSCRIPTION
1/29/2015	155.68		FLEETMATICS USA, LLC	FLEET TRACKING SUBSCRIPTION
2/3/2015	72.36		OFFICE DEPOT #5101	VINYL LETTERING-SIGNAGE

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2/4/2015	551.41		OFFICE DEPOT #5101	PRINTER CARTRIDGES N/A @ WHSE
2/10/2015	576.77		MISSION LINEN	JAN STREETS UNIFORM SVC
2/10/2015	114.72		MISSION LINEN	JAN SANITATION UNIFORM SVC
2/10/2015	117.35		MISSION LINEN	JAN FLEET UNIFORM SVC
2/10/2015	90.96		MISSION LINEN	JAN PARKS UNIFORM SVC
2/10/2015	102.50		EASTERN ARIZONA COURIE	SANITATION MLK HOLIDAY PSA
2/10/2015	174.78		MISSION LINEN	JAN BLDG MAINT UNIFORM SVC
2/12/2015	40.00		IN CRISLER PEST CONTR	BEE REMOVAL IN METER BOX
2/12/2015	40.00		IN CRISLER PEST CONTR	BEE REMOVAL IN METER BOX
2/18/2015	35.89		OFFICE DEPOT #5125	CEMETERY NOTEBK N/A @ WHSE
2/18/2015	24.29		OFFICE DEPOT #5101	BINDERS N/A @ WHSE
2/18/2015	2,272.50		SQ STORMWATER PROS, L	VIDEO CULVERT INSPECTIONS
1/20/2015	13.90		SAFFORD BLDG & ACE HDW	CITY COURT RR PLUMBING PARTS
1/20/2015	11.08		SAFFORD BLDG & ACE HDW	CITY COURT RR PLUMBING PARTS
1/21/2015	21.12		SAFFORD BLDG & ACE HDW	CITY COURT RR PLUMBING PARTS
1/21/2015	66.05		SAFFORD BLDG & ACE HDW	CITY COURT RR PLUMBING PARTS
1/22/2015	28.02		SAFFORD BLDG & ACE HDW	CITY COURT RR PLUMBING PARTS
1/22/2015	63.34		THE HOME DEPOT #0445	CITY COURT RR PLUMBING VALVES
1/26/2015	4.79		THE HOME DEPOT #0445	CITY COURT RR PLUMBING PARTS
2/2/2015	76.24		SAFFORD BLDG & ACE HDW	CITY COURT EXIT DOOR CLOSER
2/2/2015	42.21		JOE'S PLUMBING	PIPE FOR TRAIL BALLARDS
2/3/2015	122.26		SAFFORD BLDG & ACE HDW	LEVEL SET
2/4/2015	30.26		SAFFORD BLDG & ACE HDW	CITY COURT RAIL PLATES
2/10/2015	11.88		WAL-MART #1149	ANNEX WINDOW BLINDS
2/10/2015	407.46		SAFFORD BLDG & ACE HDW	CITY COURT WATER HEATER
2/9/2015	65.12		THE HOME DEPOT #0445	TRAP / ADA COVERS
2/10/2015	187.91		SAFFORD BLDG & ACE HDW	GATES-FEDERAL PRISON WELL
2/12/2015	217.19		SAFFORD BLDG & ACE HDW	HAMMER DRILL
2/12/2015	65.63		SAFFORD BLDG & ACE HDW	DRILL BITS - HAMMER DRILL
2/17/2015	74.43		AIRGAS WEST	WELDING SUPPLIES - TRAILER
2/17/2015	37.15		PECKS WELDING	SCREWS FOR ARCHERY RANGE RAMADA
2/17/2015	82.19		SAFFORD BLDG & ACE HDW	CITY COURT RR PLUMBING SUPPLIES
2/18/2015	29.59		SAFFORD BLDG & ACE HDW	CITY COURT PLUMBING PARTS
2/19/2015	151.99		TREK RV & OUTDOOR	HOTT ROD - 10 GALLONS
2/19/2015	18.89		SAFFORD BLDG & ACE HDW	CITY COURT PLUMBING PARTS
1/27/2015	35.09		SAFFORD BLDG & ACE HDW	CITY COURT PAINT SUPPLIES
1/28/2015	66.73		SAFFORD BLDG & ACE HDW	CITY COURT TOOLS,NUTSETTER
2/4/2015	273.34		SAFFORD BLDG & ACE HDW	CITY COURT PAINT
2/10/2015	278.52		SAFFORD BLDG & ACE HDW	CITY COURT PAINT
2/16/2015	23.57		SAFFORD BLDG & ACE HDW	CITY COURT BLADES, BULBS
2/17/2015	6.56		SAFFORD BLDG & ACE HDW	CITY COURT DRYWALL MUD
2/17/2015	4.84		SAFFORD BLDG & ACE HDW	CITY COURT DRYWALL SCREWS
2/19/2015	34.30		SAFFORD BLDG & ACE HDW	CITY COURT EDGE AND MASK TAPE
2/19/2015	12.70		SAFFORD BLDG & ACE HDW	CITY COURT KEYS, JOINT TAPE
1/22/2015	0.76		SAFFORD BLDG & ACE HDW	REP KNOB @ AIRPORT ELECT RM
1/22/2015	10.09		SAFFORD BLDG & ACE HDW	REP KNOB @ AIRPORT ELECT RM
1/26/2015	22.59		SAFFORD BLDG & ACE HDW	CITY COURT BOARDS
1/26/2015	22.42		SAFFORD BLDG & ACE HDW	CITY COURT BOARDS
1/26/2015	17.16		SAFFORD BLDG & ACE HDW	DRILL BITS
1/29/2015	14.13		SAFFORD BLDG & ACE HDW	RAIN COVER - CONCRETE
2/2/2015	12.22		SAFFORD BLDG & ACE HDW	HILLMAN FASTENERS
2/3/2015	167.11		TRI COUNTY MATERIALS	CITY COURT CONCRETE
2/9/2015	52.48		SAFFORD BLDG & ACE HDW	PAINT SUPPLIES
2/9/2015	21.48		SAFFORD BLDG & ACE HDW	CITY COURT MASKING TAPE
2/10/2015	11.39		MATLOCKGAS&EQUIPCO,INC	CITY COURT HEATER FUEL
2/11/2015	135.33		SAFFORD BLDG & ACE HDW	CITY COURT BITS, GUIDE SET
2/16/2015	32.76		SAFFORD BLDG & ACE HDW	CITY COURT SHEET ROCK
2/16/2015	73.96		SAFFORD BLDG & ACE HDW	CITY COURT MASK TAPE, SCREWS
2/19/2015	-74.93		SAFFORD BLDG & ACE HDW	CITY COURT STUD RETURN

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2/19/2015	177.87		SAFFORD BLDG & ACE HDW	CITY COURT STUDS, FIR STRIPS
1/22/2015	15.00		NCE	KEYS - UTILITIES DIV
1/27/2015	14.62		SAFFORD BLDG & ACE HDW	PAINT - PW OPS
1/29/2015	3,789.45		BOULEVARD GLASS	CITY COURT AUTO DOOR OPENER
2/3/2015	228.11		SAFFORD BLDG & ACE HDW	NAILS-YD2 WEST EXT DOOR
2/3/2015	2,428.57		NEW INSULATION CONCE	CITY COURT CEILING INSULATION
2/3/2015	37.29		SAFFORD BLDG & ACE HDW	YD 2 EXTERIOR DOOR TRIM
2/2/2015	378.61		ADVNC D AIR9284287425	REPAIR A/C UNIT @ PW OPS
2/4/2015	19.66		SAFFORD BLDG & ACE HDW	TOILET HANDLE,TAPE CITY HALL
2/10/2015	9.00		NCE	KEYS - LANDFILL
2/10/2015	557.03		TRI COUNTY MATERIALS	CITY COURT CONCRETE
2/12/2015	25.73		SAFFORD BLDG & ACE HDW	PAINT SUPPLIES - YD2
2/12/2015	783.00		B & D AIR CONDITIONING	LANDFILL A/C REPAIR
2/13/2015	65.15		VERIZON WRLS W4615-01	CITY CELL PHONE CASE
2/16/2015	7.68		SAFFORD BLDG & ACE HDW	ANNEX DOOR REPAIR
2/16/2015	299.48		SAFFORD BLDG & ACE HDW	CITY COURT DESK BUILD MATERIALS
2/17/2015	6.64		SAFFORD BLDG & ACE HDW	CITY COURT PAINT BRUSHES
2/18/2015	65.15		SAFFORD BLDG & ACE HDW	CITY COURT DRAWER FRONTS
1/26/2015	57.98		SAFFORD BLDG & ACE HDW	CITY COURT CONC MIX
1/27/2015	66.58		SAFFORD BLDG & ACE HDW	CITY COURT PAINT SUPPLIES
2/4/2015	45.08		SAFFORD BLDG & ACE HDW	FLOAT, RED MARKING PAINT
2/9/2015	7.57		SAFFORD BLDG & ACE HDW	CITY COURT CNTR EDGE COVER
2/9/2015	35.30		SAFFORD BLDG & ACE HDW	CITY COURT PAINT SUPPLIES
2/11/2015	23.96		MATLOCKGAS&EQUIPCO,INC	CITY COURT HEATER FUEL
2/16/2015	16.15		SAFFORD BLDG & ACE HDW	CITY COURT SKIL SAW BLADE
2/18/2015	6.64		SAFFORD BLDG & ACE HDW	CITY COURT PAINT BRUSHES
2/19/2015	294.95		SAFFORD BLDG & ACE HDW	CITY COURT, PAINT BRUSHES,JNT COMP
1/22/2015	54.51		SAFFORD BLDG & ACE HDW	CITY COURT ELECT BOX, BRKR
1/21/2015	82.54		THE HOME DEPOT #0445	8' LAMPS - PW OPS SHOP
1/26/2015	68.20		THE HOME DEPOT #0445	CITY COURT TEMP PWR PLUGS
1/28/2015	100.86		SAFFORD BLDG & ACE HDW	CITY COURT CONDUIT, CONN
1/28/2015	34.33		SAFFORD BLDG & ACE HDW	BULBS, PULL CHAIN
1/28/2015	30.99		THE HOME DEPOT #0445	CITY COURT LIGHT FIXTURES
2/2/2015	9.58		SAFFORD BLDG & ACE HDW	CITY COURT SCREWS, DRIVER
2/3/2015	21.68		SAFFORD BLDG & ACE HDW	WOOD DRILL BITS
2/2/2015	224.70		THE HOME DEPOT #0445	CITY COURT ARMORED CABLE
2/4/2015	16.93		SAFFORD BLDG & ACE HDW	CITY COURT CONN, COUPLINGS
2/3/2015	27.37		THE HOME DEPOT #0445	CITY COURT OUTLET BOX, WIRES
2/9/2015	26.16		SAFFORD BLDG & ACE HDW	CITY COURT BOXES COVERS
2/10/2015	24.89		SAFFORD BLDG & ACE HDW	CITY COURT BOXES, CONNECTORS
2/9/2015	39.82		THE HOME DEPOT #0445	CITY COURT ARMORED CABLE
2/11/2015	36.65		SAFFORD BLDG & ACE HDW	CITY COURT SWITCHES, CONNECT
2/12/2015	26.25		SAFFORD BLDG & ACE HDW	CITY COURT CABLE, CONNECTORS
2/11/2015	323.94		THE HOME DEPOT #0445	CITY COURT RR EXHAUST FANS
2/12/2015	32.98		THE HOME DEPOT #0445	CITY COURT ARMORED CABLE
2/16/2015	27.20		SAFFORD BLDG & ACE HDW	CITY COURT RECEPTACLES
2/17/2015	34.30		SAFFORD BLDG & ACE HDW	CAN LIGHTS FOR COURT RM ENTRY
1/20/2015	12.16		WAL-MART #1149	HERBICIDE CLASS-COFF/CREAM
1/20/2015	17.16		SAFFORD BLDG & ACE HDW	MARBLE RESTORE-FIRE MONUMENT
1/20/2015	150.00		POLLOCKS WESTERN	SAFETY BOOTS-N. KNIGHT
1/27/2015	83.49		SAFFORD BLDG & ACE HDW	DRY LK ARCHERY RG IMPROVE
2/10/2015	37.98		WM SUPERCENTER #1149	BATTY TENDER-FOR WD THATCHER
2/11/2015	1,853.52		HIGHLAND PRDCTS GRP LL	ARCHERY RANGE TABLES
2/12/2015	493.44		HIGHLAND PRDCTS GRP LL	ARCHERY RANGE GRILLS
2/16/2015	16.97		PECKS WELDING	ARCHERY RANGE AWNING ENDS
1/22/2015	15.00		SAFFORD MVD	CDL LICENSE RENEWAL FEE
1/26/2015	16.00		NCE	CHAIN FOR POLE SAW
2/12/2015	7.09		SAFFORD BLDG & ACE HDW	SPRAY BOTTLES-METAL CLEANER
1/27/2015	-83.49		SAFFORD BLDG & ACE HDW	RET FOR CORRECT FENCE EYE TOPS

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Date	Amount of Purchase	Department Total Purchase	Vendor	Description of Purchase
1/27/2015	23.94		SAFFORD BLDG & ACE HDW	EYE TOPS FOR FENCE
1/27/2015	106.10		TRI COUNTY MATERIALS	CEMENT FOR TERMINAL POSTS
1/27/2015	67.29		SAFFORD BLDG & ACE HDW	QUICK TUBE BLDG FORMS
1/28/2015	3.83		SAFFORD BLDG & ACE HDW	14TH AVE IRRIGATION REPAIR
1/28/2015	212.20		TRI COUNTY MATERIALS	CEMENT FOR LINE POSTS
1/29/2015	99.54		SAFFORD BLDG & ACE HDW	14TH AVE TOP RAIL HARDWARE
2/2/2015	55.67		SAFFORD BLDG & ACE HDW	GATE REPAIR
2/3/2015	677.83		SAFFORD FEED AND PET S	BAILS FOR AZ POST
2/10/2015	10.97		INT CURTIS LANDSCAPE	FERTILIZER FOR SHRUBS
2/12/2015	177.54		INT CURTIS LANDSCAPE	FERTILIZER FOR SHRUBS
2/16/2015	208.65		SAFFORD BLDG & ACE HDW	PAINT/BRUSHES ARCHERY RANGE
2/18/2015	10.60		SAFFORD BLDG & ACE HDW	IRRIGATION REPAIR-CITY HALL
2/18/2015	47.73		INT CURTIS LANDSCAPE	IRRIGATION REPAIR-CITY HALL
1/22/2015	218.29		TROPHIES N TEES	SAFETY JKTS B NORTON,D DELGADO
1/27/2015	28.49		INT CMI QUICK COPY	NO DUMP SIGN 4TH ST
1/29/2015	1,856.40		ZUMAR IND INC - AZ	THERMALS-8TH AVE CROSSINGS
2/5/2015	580.81		CRAFCO (CHANDLER CORP)	8TH AVE PTS/TOOLS CRACK SEALER
2/10/2015	7.50		NCE	AIRPORT SIDE GATE KEYS
2/19/2015	632.44		UNITED RENTALS #018395	7TH AVE HAMMER POINT RENTAL
1/20/2015	372.41		TRI COUNTY MATERIALS	CONCRETE 2ND AVE PROJ
1/22/2015	327.79		MATLOCKGAS&EQUIPCO,INC	GRAVEYARD WSH-WD BRNER FUEL
1/22/2015	228.39		TRI COUNTY MATERIALS	HOLLYWOOD RD-COLD MIX
1/28/2015	168.71		MATLOCKGAS&EQUIPCO,INC	GRAVEYARD WSH-WD BRNER FUEL
1/28/2015	22.69		SAFFORD BLDG & ACE HDW	1ST AVE-TAR FOR PIPE COLLAR
1/29/2015	26.49		SAFFORD BLDG & ACE HDW	1ST AVE- DITCH PROJ SCREWS
1/29/2015	501.32		TRI COUNTY MATERIALS	1ST AVE- CONCRETE FOR HEADWALL
2/2/2015	389.33		MATLOCKGAS&EQUIPCO,INC	GRAVEYARD WSH-WD BRNER FUEL
2/2/2015	194.96		TRI COUNTY MATERIALS	20TH & 8TH AVE-COLD MIX
2/3/2015	85.00		NCE	1ST AVE - CHAIN SAWS
2/4/2015	247.81		SAFFORD BLDG & ACE HDW	1ST AVE-HEADWALL SUPPLIES
2/9/2015	67.70		SAFFORD BLDG & ACE HDW	5TH AVE-CHAINSAW BAR OIL
2/9/2015	106.10		TRI COUNTY MATERIALS	5TH AVE,MN ST LIGHT POLE CONCRETE
2/9/2015	107.51		THE HOME DEPOT #0445	1ST AVE- DRILL FOR FORMS
2/17/2015	56.02		SAFFORD BLDG & ACE HDW	CENTRAL AVE-STEM WALL FORMS
2/18/2015	36.71		SAFFORD BLDG & ACE HDW	CENTRAL AVE-STEM WALL REBAR
2/18/2015	732.09		TRI COUNTY MATERIALS	1ST AVE CONCRETE COLLARS
2/19/2015	132.63		TRI COUNTY MATERIALS	CENTRAL AVE-CONCRETE STEM WALL
2/19/2015	7.49		SAFFORD BLDG & ACE HDW	2X4 SCREED BOARD
2/19/2015	35.69		SAFFORD BLDG & ACE HDW	7TH AVE-WOOD FORMS
1/20/2015	95.12		MERLE'S AUTO SUPPLY	BATTERY V99-PD
1/21/2015	-59.72		MACKS AUTO SUPPLY	RET DEFECTIVE PART V99-WH
1/29/2015	803.41		JOHNSON MOTORS	GEARS,BEARINGS V11-048
1/29/2015	17.46		MACKS AUTO SUPPLY	MASKING TAPE
2/2/2015	114.02		MERLE'S AUTO SUPPLY	BATTERY V19-613
2/2/2015	195.02		MERLE'S AUTO SUPPLY	BATTERY V11-048
2/2/2015	11.12		MACKS AUTO SUPPLY	BELT FOR TAMPER V99-STR
2/9/2015	92.14		EMPIRE SAFFORD #17	HYD OIL V26-349
2/10/2015	59.60		KEMPTON CHEV BUICK LTD	PULLEY V14-366
2/10/2015	105.86		JOHNSON MOTORS	TENSIONER, BELT V14-366
2/10/2015	28.43		JOHNSON MOTORS	KEY V14-366
2/16/2015	64.06		MERLE'S AUTO SUPPLY	BRAKE PADS V11-081
2/18/2015	307.20		HOLLOWAY TRIM SERVICE	SEAT REPAIR V13-114
2/19/2015	84.67		EMPIRE SAFFORD #17	KEY V99-WATER
2/19/2015	672.25		EMPIRE SAFFORD #17	BEARINGS, PINS V26-371
1/22/2015	38.00		MERLE'S AUTO SUPPLY	STEERING STABILIZER V15-165
1/22/2015	25.28		MACKS AUTO SUPPLY	WIPER BLADES V11-046
1/26/2015	69.49		MERLE'S AUTO SUPPLY	BATTERY V10-118
1/27/2015	41.83		MACKS AUTO SUPPLY	SERPENTINE BELT V18-290
1/29/2015	21.48		MACKS AUTO SUPPLY	GREASE GUN HOSE

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2/2/2015	60.90		MERLE'S AUTO SUPPLY	WATER PUMP V13-339
2/2/2015	47.77		MERLE'S AUTO SUPPLY	TIRE PRESS SENSOR V13-339
2/2/2015	63.26		MACKS AUTO SUPPLY	FAN CLUTCH V13-339
2/2/2015	112.38		MACKS AUTO SUPPLY	MOTOR & TRANS MT V13-339
2/3/2015	6.50		NCE	KILL SWITCH V99-STR
2/3/2015	16.70		MACKS AUTO SUPPLY	CLEARANCE LAMPS V20-253
2/4/2015	491.70		GCR TIRE CENTER #292	TIRES V14-155
2/4/2015	6.83		MACKS AUTO SUPPLY	ON/OFF TOGGLE SWITCH V15-184
2/5/2015	37.79		KEMPTON CHEV BUICK LTD	SPARE TIRE HOIST PTS V14-426
2/10/2015	120.21		ENGLAND & SON WELDING	BRAKE BACKING PLATE V20-383
2/10/2015	6.94		MERLE'S AUTO SUPPLY	RADIATOR CAP V13-138
2/11/2015	520.51		HARALSON'S TIRE CO	TIRES V13-339
2/16/2015	41.26		MERLE'S AUTO SUPPLY	TIRE PRESS SENSOR V13-416
2/17/2015	3.04		MERLE'S AUTO SUPPLY	OIL FILTER V23-439
2/17/2015	3.04		MERLE'S AUTO SUPPLY	OIL FILTER V23-401
2/17/2015	178.45		MACKS AUTO SUPPLY	STARTER V11-067
2/18/2015	247.99		KEMPTON CHEV BUICK LTD	THROTTLE BODY V14-382
2/19/2015	57.43		EMPIRE SAFFORD #17	FUEL FILTER,WTR SEP V26-371
2/19/2015	469.77		HARALSON'S TIRE CO	TIRES V14-382
2/18/2015	41.95		MACKS AUTO SUPPLY	BRAKE SHOES V11-013
1/19/2015	440.11		VANGUARD TRUCK TUS PTS	FUEL PUMP V19-610
1/20/2015	-65.04		MACKS AUTO SUPPLY	DRIVE LINE CORE V14-029
1/22/2015	438.72		MERLE'S AUTO SUPPLY	BATTERIES FOR HUMMER V99-PD
1/26/2015	448.60		BARONE, INC	FILTERS - POTABLE TRK V99-WTR
1/27/2015	76.57		EMPIRE BLYTHE 49	HEATER DR MOTOR V17-417
1/27/2015	1,012.94		HARALSON'S TIRE CO	TIRES V16-194
1/29/2015	607.26		HARALSON'S TIRE CO	TIRES V14-124
1/29/2015	8.67		MACKS AUTO SUPPLY	OIL-ROOTS BLOWER V16-194
2/2/2015	1,130.68		Arizona Refuse Sales	FRONT/REAR WLDMT GRIP V17-429
2/2/2015	21.90		KEMPTON CHEV BUICK LTD	FRONT CRANK SEAL V13-135
2/2/2015	61.99		MERLE'S AUTO SUPPLY	SERPENTINE BELT V14-167
2/4/2015	5.15		SAFFORD BLDG & ACE HDW	SILICON CAULK-WTR TRK V17-335
2/3/2015	15.19		MACKS AUTO SUPPLY	GAS CAP V11-062
2/4/2015	799.50		EMPIRE BLYTHE 49	TURBO ACTUATOR V17-417
2/4/2015	8.56		MACKS AUTO SUPPLY	BEAD BLASTER V99-120
2/9/2015	54.98		BALAR EQUIPMENT	GROMMET-WTR TRK V17-335
2/10/2015	10.85		MERLE'S AUTO SUPPLY	TRAILER BRK CONN V14-125
2/11/2015	217.19		MERLE'S AUTO SUPPLY	HITCH V14-125
2/10/2015	92.48		MACKS AUTO SUPPLY	TIE ROD ENDS V14-125
2/12/2015	629.88		HARALSON'S TIRE CO	TIRES V26-427
2/12/2015	383.52		EMPIRE BLYTHE 49	WTR PUMP KIT,HOSE,BELT V17-342
2/14/2015	460.50		Arizona Refuse Sales	SENSOR, ROTARY V17-424
2/13/2015	231.77		EMPIRE BLYTHE 49	FUEL DRAIN,A/C MTR V17-417
2/13/2015	-81.01		EMPIRE BLYTHE 49	CORE RETURN V17-417
2/16/2015	70.31		MERLE'S AUTO SUPPLY	RECEIVER HITCH V14-125
2/17/2015	229.28		BOULEVARD GLASS	WINDSHIELD V13-150
2/17/2015	14.65		MACKS AUTO SUPPLY	GAS CAP V14-426
1/20/2015	34.53		MACKS AUTO SUPPLY	TIRE PATCHES
1/22/2015	8.23		MERLE'S AUTO SUPPLY	RUBBING COMPOUND
1/22/2015	10.52		MACKS AUTO SUPPLY	BUFFING PAD
1/22/2015	27.27		MACKS AUTO SUPPLY	BUFFING PAD BACK PLATE
1/26/2015	271.48		MERLE'S AUTO SUPPLY	SMALL JUMP BOX
1/27/2015	38.44		VW GRAINGER	OIL LEVEL SIGHT PLUG V16-194
2/4/2015	1,263.00		EMPIRE SAFFORD #17	BKT TEETH & SIDE CUTTER V25-350
2/4/2015	1,098.95		EMPIRE SAFFORD #17	PARK BRAKE & DRUM V26-349
2/4/2015	183.16		MSC CLASS C	DRILL BITS,WHEEL WEIGHTS
2/5/2015	392.61		IN_ZONE DEFENSE LLC	HOPPER, BU CAMERAS V17-424
2/5/2015	141.21		IN_ZONE DEFENSE LLC	HOPPER CAMERA V17-429
2/5/2015	304.03		KIMBALL MIDWEST	24V JUMP BOX

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2/5/2015	406.82		KIMBALL MIDWEST	HYD HOSE FITTINGS
2/5/2015	95.82		COUNTRY INNS & SUITES	RMFMA QTRLY MEETING & P/U PARTS
2/9/2015	98.52		MACKS AUTO SUPPLY	TIRE MOUNTING SOAP
2/9/2015	17.51		MACKS AUTO SUPPLY	HEADLIGHTS V11-062
2/18/2015	30.00		ROCKY MNTN FLEET MNGMNM	RMFMA QTRLY MTG
2/19/2015	292.28		SAFETY KLEEN CORP	PARTS WASHER SERVICE
2/19/2015	8.79		WENDY'S #7531	RMFMA QTRLY MTG
		\$49,438.22		
Utilities				
2/2/2015	286.47		TRI COUNTY MATERIALS	ABSLURRY - 5TH AVE & MAIN
2/10/2015	70.00		UNDERGROUND FOCUS	SUBSCRIPTION RENEWAL - E.BUCKLEY
2/12/2015	364.56		MISSION LINEN	JAN UNIFORM RENTAL - WATER Dept.
2/12/2015	80.48		MISSION LINEN	JAN UNIFORM RENTAL - GAS Dept.
2/12/2015	46.28		MISSION LINEN	JAN UNIFORM RENTAL - LANDFILL
2/13/2015	517.14		AMERIPRIDE SERVICES	JAN UNIFORM RENTAL - ELEC Dept.
2/18/2015	1.35		WM SUPERCENTER #1149	CARDSTOCK FOR CAPITAL PRJ PACKETS NOT @ WH
2/18/2015	863.14		TRI COUNTY MATERIALS	ABC & SAND BEDDING - SWIFT TRAIL
2/18/2015	44.78		VERIZON WRLS W4615-01	CELL PHONE CASE AND SCREEN PROTECTOR
2/19/2015	946.19		TRI COUNTY MATERIALS	ABC & SAND BEDDING - SWIFT TRAIL
1/23/2015	1,549.71		WSTRN REF WHOLESALE LL	FUEL FOR LANDFILL EQUIPMENT
1/30/2015	1,505.30		WSTRN REF WHOLESALE LL	FUEL FOR LANDFILL EQUIPMENT
2/2/2015	72.00		SQ SCARBOROUGH PUMPIN	JAN PORTA-JOHN SERVICE LANDFILL
2/11/2015	730.64		WSTRN REF WHOLESALE LL	FUEL FOR LANDFILL EQUIPMENT
1/21/2015	107.98		AMAZON MKTPLACE PMTS	IPHONE6 CELL PHONE CASE & BATTERY JUMP STARTER
1/22/2015	28.11		WAL-MART #1149	IPHONE 5 CELL PHONE CASE
1/28/2015	108.59		MACKS AUTO SUPPLY	IMPACT WRENCH
1/28/2015	92.30		MACKS AUTO SUPPLY	FUEL TANK NOZZLE
2/10/2015	16.25		NCE	KEYS FOR SCALE HOUSE
2/18/2015	27.12		SAFFORD BLDG & ACE HDW	FLYSWATTERS
2/18/2015	25.91		MACKS AUTO SUPPLY	FUEL TANK FILTERS
1/29/2015	56.00		TRI COUNTY MATERIALS	CONCRETE SAND - MYOC YARD
1/27/2015	69.81		TRI COUNTY MATERIALS	MORTAR SAND - 5TH AVE
1/29/2015	25.74		SAFFORD BLDG & ACE HDW	MIX CONTAINER, CONCRETE PATCH -5TH AVE
1/22/2015	45.00		ATYOURPACEONLINE.COM	ADEQ OPERATOR CERIFICATION RENEWAL
1/20/2015	542.88		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
1/21/2015	742.57		TRI COUNTY MATERIALS	BEDDING SAND - SWIFT TRAIL
1/26/2015	494.22		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
1/27/2015	23.67		UNITED RENTALS #018395	PLASTIC SUNSHIELD HAT
2/2/2015	-23.67		UNITED RENTALS #018395	PLASTIC SUNSHIELD HAT- RETURNED
1/27/2015	534.37		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
1/27/2015	479.71		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
1/29/2015	512.19		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
1/30/2015	171.13		POLLOCKS WESTERN	SAFETY BOOTS - JONATHAN DRIVER
2/3/2015	538.63		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
2/4/2015	524.28		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
2/6/2015	545.95		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
2/10/2015	543.21		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
2/10/2015	525.29		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
2/12/2015	530.43		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
2/16/2015	583.03		TRI COUNTY MATERIALS	ABC - SWIFT TRAIL
2/16/2015	716.61		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
2/17/2015	259.35		TRI COUNTY MATERIALS	ROCK - SWIFT TRAIL
2/17/2015	832.12		TRI COUNTY MATERIALS	ABC & BEDDING SAND - SWIFT TRAIL
2/18/2015	618.06		TRI COUNTY MATERIALS	ABC - SWIFT TRAIL
1/22/2015	13.60		SAFFORD BLDG & ACE HDW	BACKFLOW REPAIR PARTS
1/26/2015	15.64		SAFFORD BLDG & ACE HDW	PARTS FOR MANHOLE BEHING BULLPEN
1/28/2015	225.93		TRI COUNTY MATERIALS	ABC - CENTRAL RD & WEBSTER
1/29/2015	7.86		SAFFORD BLDG & ACE HDW	FITTINGS & ADAPTERS - HOLLADAY PHOTO

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1/29/2015	6.37		SAFFORD BLDG & ACE HDW	PLYWOOD - HOLLADAY PHOTO
1/29/2015	15.83		SAFFORD BLDG & ACE HDW	FITTINGS & ADAPTERS - HOLLADAY PHOTO
2/5/2015	46.05		WM SUPERCENTER #1149	CELL PHONE COVER
2/5/2015	21.71		SAFFORD BLDG & ACE HDW	STAKES FOR MARKING
2/16/2015	3.24		SAFFORD BLDG & ACE HDW	FITTINGS & ADAPTERS
2/18/2015	30.93		SAFFORD BLDG & ACE HDW	TAPE MEASURE
2/4/2015	24.42		VERIZON WRLS W4615-01	CELL PHONE CASE
2/19/2015	25.00		SAFFORD MVD	CDL LICENSE - ADRIAN LOPEZ
2/2/2015	75.74		SAFFORD BLDG & ACE HDW	EXTENSION CORD FOR MYOC
2/10/2015	13.12		SAFFORD BLDG & ACE HDW	MAGNETIC JIG
2/10/2015	6.28		SAFFORD BLDG & ACE HDW	HILLMAN FASTENERS
2/9/2015	86.86		VERIZON WRLS W4615-01	IPHONE CASE AND CHARGER
1/21/2015	75.00		SHELL OIL 57443218706	TRUCK 124 FUEL - MYOC PUMP DOWN
2/4/2015	10.31		SAFFORD BLDG & ACE HDW	MINERAL OIL
1/27/2015	21.71		AIRGAS WEST	CABLE CONNECTOR
1/26/2015	7.15		SAFFORD BLDG & ACE HDW	5GALL BUCKET
1/28/2015	130.82		UNITED RENTALS #018395	AIR HOSE - BONITA CRK MAINT
1/28/2015	16.50		SAFFORD BLDG & ACE HDW	CONSTRUCTION GROUT - BONITA CRK MAINT
2/4/2015	66.25		SAFFORD BLDG & ACE HDW	CONSTRUCTION GROUT - BONITA CRK MAINT
2/4/2015	218.99		AIRGAS WEST	WELDING RODS
2/3/2015	60.25		MACKS AUTO SUPPLY	5LB BOX OF RODS
2/11/2015	24.16		SAFFORD BLDG & ACE HDW	CUTOFF WHL
2/16/2015	12.11		SAFFORD BLDG & ACE HDW	SOCKET
2/17/2015	86.32		SAFFORD BLDG & ACE HDW	ADAPTERS AND VALVES
2/12/2015	93.17		POLLOCKS WESTERN	SAFETY BOOTS - DANIEL RIOS
1/20/2015	41.93		TRI COUNTY MATERIALS	CONCRETE SAND - MYOC YARD
1/20/2015	55.31		TRI COUNTY MATERIALS	ABC - MYOC YARD
1/26/2015	8.43		SUB SHOP	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/25/2015	95.00		AMERICAN BACKFLOW PREV	TESTER APPLICATION FEE
1/27/2015	9.08		SUB SHOP	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/26/2015	8.87		CHICK-FIL-A #01524	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/27/2015	7.24		IN-N-OUT BURGER #155	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/28/2015	8.86		SUB SHOP	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/28/2015	12.19		COSTA VIDA TEMPE	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/29/2015	8.75		JACK IN THE BOX #1535	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/29/2015	8.32		SUB SHOP	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/30/2015	6.69		RAISING CANE'S AZ5	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/31/2015	19.38		TEXAS ROADHOUSE 2319	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/31/2015	10.25		RODEHOUSE RESTAURANT	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/30/2015	8.43		SUB SHOP	MEAL , PHNX BACKFLOW TRAINING 1 PERSON
1/30/2015	130.00		CROSS CONNECTION ENVIR	BACKFLOW TEST KIT CALIBRATION
1/30/2015	38.63		CIRCLE K 05316	FUEL - PHNX BACKFLOW TRAINING
1/26/2015	1,077.74		BEST WESTERN AIRPORT I	PHNX BACKFLOW TRAINING - 5 NIGHTS 1 PERSON
2/18/2015	76.13		BACKFLOW PREVENTION DE	BACKFLOW REPAIR KIT
2/10/2015	68.14		TRI COUNTY MATERIALS	ABC - MYOC YARD
2/17/2015	7.06		SAFFORD BLDG & ACE HDW	PLUMBER CLOTH - TRUCK 104 STOCK
2/3/2015	63.73		AIRGAS WEST	HARD HAT VISORS
2/10/2015	557.09		TRI COUNTY MATERIALS	ABC & SAND BEDDING - SWIFT TRAIL
1/21/2015	16.14		SAFFORD BLDG & ACE HDW	HAND WEEDER & TROWEL COMFORT - TRUCK 156 STOCK
2/3/2015	27.35		SAFFORD BLDG & ACE HDW	FLASHLIGH & WRENCH - TRUCK 156 STOCK
2/10/2015	74.67		SAFFORD BLDG & ACE HDW	GATE VALVES - TRUCK 156 STOCK
2/12/2015	7.06		SAFFORD BLDG & ACE HDW	HOSE BIBB - TRUCK 156 STOCK
2/2/2015	539.31		HACH COMPANY	CL2 ANALYZERS REAGENT
2/2/2015	567.00		TEST AMERICA LABOR	ANALYTICAL TESTING - STAGE 2 DBPS COMPLIANCE
2/2/2015	21.00		TEST AMERICA LABOR	ANALYTICAL TESTING - TMT WATER HARDNESS TEST
2/2/2015	81.90		TEST AMERICA LABOR	ANALYTICAL TESTING - CARRASCO WELL BLENDING
2/2/2015	196.35		TEST AMERICA LABOR	ANALYTICAL TESTING - CUSTOMER PRIVATE WELL
1/20/2015	101.93		TRI COUNTY MATERIALS	ABC - MYOC YARD
1/21/2015	36.28		TRI COUNTY MATERIALS	ABC - MYOC YARD

P-Card Report
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Date	Amount of Purchase	Department Total Purchase	Vendor	Description of Purchase
1/23/2015	106.10		TRI COUNTY MATERIALS	PSI CONCRETE - CHALOS 6TH AVE
2/3/2015	79.03		SAFFORD BLDG & ACE HDW	ROOF COAT, PUTTY KNIFE, SCRAPPER - TRUCK STOCK
2/10/2015	163.31		TRI COUNTY MATERIALS	ABC - MYOC YARD
1/23/2015	350.00		WESTERN TECHNOLOGIES	WELDING CERTIFICATIONS
2/9/2015	20.56		PF CHANGS #9986	MEAL FOR ONE - PIPELINE SAFETY SEMINAR
2/17/2015	25.93		WM SUPERCENTER #1149	SUNSCREEN FOR GAS CREW
1/21/2015	212.20		TRI COUNTY MATERIALS	NONSHRINK BACKFILL - 20TH ST & 11TH AVE
1/26/2015	4.75		NCE	MAGNETIC KEY HOLDER
1/29/2015	9.71		WM SUPERCENTER #1149	PENCILS AND BINDER - NOT @ WH
2/3/2015	16.15		SAFFORD BLDG & ACE HDW	LED FLASHLIGHT - TRK 171 STOCK
2/11/2015	10.83		THE HOME DEPOT #0445	SET OF ALLEN WRENCHES- TRK 171 STOCK
2/19/2015	11.93		WM SUPERCENTER #1149	DOG TREATS - TRK 171 STOCK
1/21/2015	10.08		SAFFORD BLDG & ACE HDW	SCREWDRIVERS - TRUCK 171 STOCK
1/26/2015	5.42		SAFFORD BLDG & ACE HDW	SCREWDRIVER - TRUCK 171 STOCK
1/26/2015	6.48		THE HOME DEPOT #0445	TOOL BAG - TRUCK 171 STOCK
2/3/2015	5.04		SAFFORD BLDG & ACE HDW	SCREWDRIVER - TRUCK 171 STOCK
2/4/2015	67.64		CITY ELECTRIC SUPPLY#3	LINE TRUCK STOCK
2/10/2015	500.00		MESA HOTLINE SCHOOL	HOTLINE SCHOOL REGISTRATION - 2 PEOPLE
2/3/2015	41.53		AIRGAS WEST	NITROGEN FOR SUBSTATION TRANSFORMER
2/9/2015	55.91		CITY ELECTRIC SUPPLY#3	PVC & COMPRESSION LUG - MAIN ST BUMP-OUTS
2/16/2015	164.71		CITY ELECTRIC SUPPLY#3	CATHODIC PROTECTION FOR WATER MAIN
2/5/2015	176.56		UNITED RENTALS #018395	CHAIN SAWS - TRUCK STOCK
2/9/2015	143.98		CITY ELECTRIC SUPPLY#3	PVC - MAIN ST PROJECT
		\$25,000.29		

Warehouse

1/20/2015	518.25		UNITED RENTALS #018395	INV-300 cutting wheels 4"-8 boxes of glasses cleaner-3 hard hat fb
1/20/2015	832.33		SAFFORD BLDG & ACE HDW	INV-4 diamond blades 14"-10 saw-10 flashlight 2d-2 ratchets 3/8"
1/22/2015	2,164.44		FERTIZONA THATCHER	INV-16 flashlights pocket led
1/22/2015	301.35		BOSS SAFETY PRODUCTS	INV-4 honch plus 30 gallon
1/22/2015	307.66		NSG GALETON GLOVES	INV-21 rain jackets
1/22/2015	976.12		FERTIZONA THATCHER	INV-huvar xl gallon
1/22/2015	1,002.06		SAFFORD BLDG & ACE HDW	INV-50 x80 wipeall-20 tape measure 25'
1/22/2015	91.20		WAL-MART #1149	INV-34 fabreeze
1/29/2015	24.21		SAFFORD BLDG & ACE HDW	3 pks of ties 36'
1/30/2015	-1,254.96		NORTHWEST PUMP & EQUIP	returned damage encoder
2/2/2015	371.87		UNITED RENTALS #018395	INV-30 boxes of latex gloves-6 hard hat fb
2/3/2015	741.43		SAFFORD BLDG & ACE HDW	INV-2 nails 50d-4 cases of cups 16 oz-6 broom angle-6 grind wheel 5"-4 pliers 10"-4 adj wrench 12"-120 qt spray bottles
2/3/2015	303.32		SAFFORD BLDG & ACE HDW	INV-70 premix
2/4/2015	11.95		WM SUPERCENTER #1149	heater
2/4/2015	8.07		SAFFORD BLDG & ACE HDW	1 pk of cable ties 36"
2/10/2015	267.09		UNITED RENTALS #018395	INV-12 buckets of scrubs-3 gas cans 5 gallon
2/10/2015	28.25		UNITED RENTALS #018395	INV-3 twine
2/11/2015	2,641.89		FERTIZONA THATCHER	INV-4 honcho plus 30 gallon-6 honcho plus 2.5 gallon
2/11/2015	60.56		WAL-MART #1149	INV-8 sunscreen
2/11/2015	2,360.35		WAXIE SANITARY SUPPLY+G132	INV-8 cs of air freshner for dispensers-2 dispensers for air freshner-144 hand sanitizer-36 swish cleaner-48 glass cleaner-48 speedball cleaner-4 disinfectant packet cleaner-10 packet cleaner for toilet bowls-12 zap insect killer-33 cases of trash bags
2/16/2015	1,152.82		SAFFORD BLDG & ACE HDW	INV-12 carton tape-12 great stuff-18 bleach-4 industrial rake-6 screwdriver philips #2-6 pliers 12"-2 cup brush 3"-1 torpedo level-16 push broom 24'-4 diamond blades 14"
2/16/2015	150.64		SAFFORD BLDG & ACE HDW	INV-10 tape open trench-pallet charge
2/17/2015	866.17		REFLECTIVE APPAREL	INV-12 rain jacket type 3-30 beanies reflective
2/19/2015	677.43		SAFFORD BLDG & ACE HDW	INV-12 super glue-12 shovel rp-12 shovel sqp-6 flash light led 2d-4 cases of urnial screen
2/19/2015	1,452.97		UNITED RENTALS #018395	INV-4 marking wand-1 cutoff saw 14"
2/20/2015	81.78		AIRGAS WEST	INV-soapstone holder-4 gloves tig-1 safety glasses #5 shade
1/22/2015	53.40		WM SUPERCENTER #1149	INV-11 oil 2 cycle
1/22/2015	80.86		CITY ELECTRIC SUPPLY#3	INV-3 elbows 4"-2 end caps 4"
1/22/2015	775.17		GCR TIRE CENTER #292	INV5 tires p265-60r17-1 tire lt245/75r16
1/28/2015	288.57		CITY ELECTRIC SUPPLY#3	INV-6 conduit 4"-2 coupling 4"-6 end caps 4"
1/28/2015	2,631.20		CITY ELECTRIC SUPPLY#3	INV-1 electric meter cabinet
1/29/2015	79.36		MERLE'S AUTO SUPPLY	INV-12 wd40

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Date	Amount of Purchase	Department Total Purchase	Vendor	Description of Purchase
1/29/2015	0.96		WAL-MART #1149	1 binder
2/5/2015	260.11		MERLE'S AUTO SUPPLY	INV-12 oil 5w30-12 oil 30wt-12 oil 15w40-8 tape-10 auto filters
2/5/2015	309.20		MACKS AUTO SUPPLY	INV-3 def 2.5 gallon-9 oil 15w40 gallon-5 grease guns-6 wiper blades
2/7/2015	97.12		WIST SUPPLY EQUIPMENT	INV-4 label maker tape
2/11/2015	451.06		HARALSON'S TIRE CO	labor to install scraper tires 26-371 wo#97841
2/12/2015	421.55		IN THE SWIM-CATALOG	Inv-44 test tabs
2/11/2015	12.35		SAFFORD BLDG & ACE HDW	INV-3 spray apint
2/11/2015	6,164.40		HARALSON'S TIRE CO	INV-2 scraper tires 29.5-29 28 ply
2/12/2015	314.40		CITY ELECTRIC SUPPLY#3	INV-150 h taps yho-150
2/11/2015	32.12		MACKS AUTO SUPPLY	INV-2 antireeze red gallon
2/12/2015	461.16		MERLE'S AUTO SUPPLY	INV-26 autofilters-60 electric tape
2/12/2015	3,256.19		GCR TIRE CENTER #292	INV-f tires315/80r22.5
2/12/2015	2,120.96		BOULEVARD SERVICE LLC	INV-6 tires lt215/85r19-4 tires p265/60r17
2/19/2015	878.01		CITY ELECTRIC SUPPLY#3	Inv-100 h taps 4/0-76 lamp sockets 90w
1/22/2015	19.61		UPS 123TK2960390007211	shipping for warehouse gas items returned
1/21/2015	207.55		PARISH MAINT SPLY CORP	Inv-12 degreaser gallon- 12 enzyme deoderent qt
1/25/2015	2.52		UPS ADJ00176712450451	shipping for warehouse gas items returned
1/23/2015	57.00		OSI DISCOUNTSAFETYGEAR	INV-12 safety glasses tinted
1/28/2015	264.00		TX AMERICA SAFETY	INV-48 safety glasses tinted
1/29/2015	6.96		IN ELKO WIRE ROPE OF	cable clips for sanitation dept.
1/29/2015	108.58		SAFFORD BLDG & ACE HDW	INV-2 rake 32'
1/29/2015	47.59		ZORO TOOLS INC	INV-1 fire ext bracket
1/31/2015	167.18		AIRGAS WEST	INV-3 safety vest FR
1/31/2015	163.75		AIRGAS WEST	INV-4 safety vest FR
2/4/2015	43.71		UPS 123TK2960399284834	Shipping for electric dept
2/4/2015	9.43		UPS 123TK2960393475228	Shipping for gas dept
2/4/2015	71.47		UPS 123TK2960398278049	Shipping for electric dept
2/4/2015	26.76		UPS 123TK2960399083426	Shipping for electric dept
2/4/2015	69.39		UPS 123TK2960398827053	Shipping for electric dept
2/4/2015	434.72		MSC CLASS C	safety glasses shipped in error, will be returned
2/4/2015	16.70		JOSEPH P. FAZZIO INC	chain latch for sanitation dept
2/4/2015	328.94		MSC CLASS C	INV-4 cleaner/degreaser gallon-90 marking paint
2/5/2015	13.11		SAFFORD BLDG & ACE HDW	1 compressor oil for waehouse
2/4/2015	7.57		HOMEDEPOT.COM	1 tool pouch
2/8/2015	2.06		UPS ADJ00176712450651	shipping for electric dept
2/10/2015	37.26		ENCO	INV-6 hole saws-4 pilot bits
2/9/2015	92.06		INDUSTRIALZONE.COM	Manometer for gas dept
2/11/2015	33.63		ENCO	part of above order from ENCO
2/11/2015	14.39		UPS 12Y13W920392125572	Shipping for gas dept
2/11/2015	35.88		MISSION LINEN	uniforms for Mickey, Erina nd Cadre
		<u>\$37,109.22</u>		
		<u>\$177,520.95</u>		



CITY COUNCIL COMMUNICATION

TO: Mayor and Council
FROM: Jenny Howard, Interim Utility Director
SUBJECT: Sole Source Procurement-Fajardo Well
DATE: Tuesday, May 26, 2015 at 6:00 p.m.

Purpose and Recommended Action: The purpose of this agreement is for council to ratify the existing Sole Source Contract with Mikes Drilling, LLC

Background: As per Arizona Revised Statute 41-2536, *Sole source procurement:* “A contract may be awarded for a material, service or construction item without competition if the director determines in writing that there is only one source for the required material, service or construction item.....”

As part of the city’s continuing water exploration the city has contracted through sole source with Mike’s Drilling on May 13, 2015 to drill a 12” well approximately 180-210 feet deep on the property of Mr. Amadeo Fajardo. In the essence of time and with the depth of the well, the city has chosen a rotary drilling method in order to reach the proper depth within a minimum time frame as the drilling is a condition of the required easement from Mr. Fajardo so the city can begin installation of the 12” main from the newly purchased Clont’s well to the Bonita Transmission.

Analysis: The Clont’s well project began in 2013. With the Clont’s well agreement in place there is a need to expedite the easements in order to construct the pipe line across private property to the existing Bonita Main as a 2016 carry-over project and bring the Clont’s flow to our water system.

Mike’s Drilling is currently mobilized and drilling a well in the Bonita Creek. They will provide the drilling services at a reduced rate due to omitting mobilization fees normally charged to mobilize from the Phoenix area to Safford.

Mike's Drilling, LLC

2064 N Avenida Mena
 Green Valley, AZ 85614
 520-399-2781

Estimate

Date	Estimate #
5/12/2015	895

Name / Address
City of Safford 405 W. Discovery Park Blvd. Safford, AZ. 85546

Project

Description	Qty	Rate	Total
17 1/2" Diameter drilling and 12 3/4" OD steel casing	160	160.00	25,600.00T
ADWR required sanitary cement seal	1	1,000.00	1,000.00T
Mobilization	1	500.00	500.00T
Demobilization	1	500.00	500.00T
Gravel pack	1	750.00	750.00T
Back wash and well development	1	1,500.00	1,500.00T
Rig time to weld and install steel casing	1	800.00	800.00T
ADWR permit	1	150.00	150.00T
Courtesy discount		-650.00	-650.00
Discount valid if balance is received within 5 business days of invoice.			
Terms: 50% Down; balance upon completion.			
Well to include 100' perforated 12 3/4" OD steel casing and 60' blank 12 3/4" OD steel casing installed. Well will be gravel packed, back washed, and developed via air lift method. Price includes mobilization, demobilization, set-up, tear down, etc. Price also includes the ADWR required 20' of cement grout around the first 20' of 12 3/4" steel casing.			
This is a package price up to 160' in total depth. Any footage beyond 160' will be billed at \$ 180 per foot. This additional drilling price will also cover the additional gravel pack, well development, welding time, etc.			

Subtotal	\$30,150.00
Sales Tax (3.965%)	\$1,195.45
Total	\$31,345.45

Mike's Drilling, LLC
2064 N. Avenida Mena
Green Valley, AZ 85614
520.490.0399

Mike's Drilling, LLC hereby proposes to commence the work specified in Estimate 895 for CITY of Safford at a time requested by the customer and complete said work in a timely manner.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the specifications submitted for the above work and completed in substantial workmanlike manner for the sum of \$ 31,345.45 with payments to be made as follows: see agreement. For 160'

Respectfully Submitted by: Michael R. Lister, Member Mike's Drilling, LLC

Note: This proposal may be withdrawn by Mike's Drilling, LLC if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified in the attached agreement.

Signature [Signature], Michael Roy Lister

Date 5-13-15

Signature _____

WATER WELL DRILLING AGREEMENT

This Water Well Drilling Agreement (the "Agreement") is made and entered into effective this 13 day of May, 2015, between City of Safford (Owner or Owner's authorized Representative) and Mike's Drilling, LLC ("Drilling Contractor", for the construction of a Water Well on the real property at the following location: 10455 East Sanchez Road ("Premises"), estates and for which Premises the Owner has the authority to undertake the improvements contemplated in this Agreement, upon the following terms and conditions.

1. Description of the work:

1.1 Work: Drilling Contractor agrees to furnish all labor, services, materials, equipment, and all other things necessary for the timely and proper completion of the Water Well in accordance with Job Proposal, and to be located as identified on the Site Location Diagram each attached hereto and made a part of the Agreement (the "Work").

1.2 Restrictions: Drilling Contractor agrees to cause construction of the Water Well in accordance with all applicable zoning and building regulations, laws, ordinances, and orders of any public authority bearing on the construction and all restrictions and covenants of record concerning the subdivision in which the Premises are located, to be supplied by the owner.

2. Drilling Contractor's Status and Duties:

2.1 Control: Drilling Contractor will supervise and direct the Work, using its best skill and attention, and shall be solely responsible for and have control over construction means, methods, techniques, sequences, and procedures and for coordinating all portions of the Work under this Agreement. Construction of the Water Well shall conform to the Job Proposal, with such changes only as may be agreed to by the parties in writing. Neither party will unreasonably withhold its agreement.

2.2 Debris and Restoration: During construction, Drilling Contractor shall keep the work site and surrounding area free from any unreasonable accumulation of debris and waste materials. Unless expressly agreed to in writing in the Job Proposal, upon completion of the Work, the Owner shall be responsible to remove all debris, waste, and surplus materials or rubbish remaining on the work site, and to restore the site to its required condition. The Drilling Contractor shall not be responsible for any site restoration.

2.3 Responsibility: Drilling Contractor shall be responsible to Owner for the acts and omissions of Drilling Contractor's employees, subcontractors, and their agents and employees, and other persons performing portions of the Work under a contract with Drilling Contractor.

2.4 Safety: Drilling Contractor shall be responsible for initiating maintaining, and supervising all safety precautions and programs in connection with the performance of the Work and shall comply with all applicable laws, ordinances, rules, and regulations, and shall provide protection to prevent damage, injury, or loss to a) a person who may be directly injured during the Work, b) the Water Well and materials and equipment to be incorporated therein, and c) any other property and improvements at the site or adjacent thereto.

3. Contract Price. Owner shall pay Drilling Contractor as follows:

3.1 Drilling Price. \$ 31,345.45 / 160' total drilling price. Drilling Contractor shall not exceed this depth without written authorization of Owner and agreed to by Drilling Contractor. Additional footage to be charged at \$ 180 /foot.

3.2 Total Estimated Price: \$ 31,345.45 total contract price including maximum depth drilling and all other costs as itemized in the Job Proposal. This price shall not be changed without written authorization of Owner, agreed to by Drilling Contractor.

3.3 Initial Payment: Owner agrees to prepay \$ 15,500 of the total contract price to Drilling Contractor when well rig sets up on the job site to provide Drilling Contractor with funds in advance for expenses relating to the Work.

3.5 Final Payment: Balance due upon receipt of final invoice by Owner to Drilling Contractor. Failure to pay under the terms of this Agreement will initiate a mechanics lien against Owner's property in accordance with Arizona's statutes Section 33-992-01. Therefore, this is notification of intent to file lien.

4. Owners Changes: Owner, without invalidating this Agreement, may order changes in the Work. Such changes shall be authorized by written modification of this Agreement. An appropriate adjustment to the price will be made with the consent of both Owner and Drilling Contractor in writing, which consent shall not be unreasonably withheld. Owner acknowledges and agrees that Drilling Contractor's ability to complete the Work in a timely manner will be directly affected by and change order requested by Owner.

5. Schedule of Work. Construction shall begin by open and shall be completed by open excepting delays beyond Drilling Contractor's control. "Complete" shall mean that the Water Well is operational by Owner.

6. Dispute Resolution Termination:

6.1 Non-Payment: If owner fails to make payment due to Drilling Contractor for a period of 30 days after the submission of a Payment Application for Work that is not disputed by Owner, Drilling Contractor may terminate this Agreement seven additional

days after written notice to Owner, and recover from Owner payment for all Work executed and for loss of materials, equipment, tools, and machinery, including reasonable overhead, profit, and other consequential damages.

6.2 Corrections: Owner shall provide Drilling Contractor with a reasonable opportunity to cure any claimed non-conformity and agrees not to remove Drilling Contractor from the premises or order Drilling Contractor to stop work so long as Drilling Contractor diligently undertakes to cure the claimed non-conformity.

6.3 Mediation and Arbitration: All claims or disputes between Owner and Drilling Contractor arising out of or relating to this Agreement shall be submitted to non-binding mediation pursuant to the construction industry Mediation Rules of the American Arbitration Association. Owner and Drilling Contractor shall mutually select and equally share in the cost of the services of a mediator. The chosen mediator must have reasonable knowledge of the water well drilling industry. In the event that the dispute is not resolved following mediation, the matter shall be resolved by binding arbitration pursuant to the construction Industry Arbitration rules of the American Arbitration Association.

7. Warranties:

7.1 Workmanship and Materials: Drilling Contractor warrants that a) all Work performed hereunder will be performed in accordance with this Agreement and in a proper workmanlike manner, free from all defects; b) all materials used will be new; and c) all materials, the Work, and the Premises will at all times be free and clear of liens and encumbrances. In addition to the foregoing warranty, Drilling Contractor will assign to Owner all warranties received by Drilling Contractor in connection with the Work, including, specifically, manufacturer's warranties and guarantees on appliances and equipment incorporated into the Water Well.

7.2 Express Warranties Only: No representations of warranties, expressed or implied, are made or agreed to be made by any party hereto, except those specifically provided herein. Drilling Contractor provides no other warranty or guarantee, unless expressly in writing attached to this Agreement.

7.3 NO WATER GUARANTEED: Drilling Contractor specifically does not warrant that the Water Well being constructed will produce water in any specific quantity or quality. *All risk of failure to produce water shall not release Owner from payment other than in accord with this Agreement.*

8. Entire Agreement: This Agreement contains the entire understanding of the parties hereto and all prior Agreements, which fully and completely constitutes the entire Agreement between the parties regarding the construction of the Water Well.

9. Severability: Each provision of this Agreement shall be interpreted in such manner as to be effective and valid under law. If any term, condition, covenant, agreement, or

provision of this Agreement shall be deemed invalid or unenforceable under applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity without invalidating, impairing, or otherwise affecting any other provision of this Agreement, which shall remain in full force and effect.

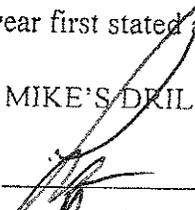
10. No unauthorized personnel to be within 200' of equipment under any circumstances. Failure to comply will result in the equipment being shut down. At this time the Owner will begin being charged at the rate of \$ 150.00 per hour until the work area is cleared in order for work to begin again.

Signed and agreed to effective the date and year first stated above.

OWNER:

MIKE'S DRILLING, LLC

City of Safford



Michael R. Lister

By: _____

Sole Member of LLC.

Address: _____
