

ORDINANCE NO. 2024-01

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF COLORADO CITY, ARIZONA, ADOPTING AMENDMENTS TO THE TOWN OF COLORADO CITY ADMINISTRATION CODE, TITLE III, CHAPTER 31, SECTION §31.41.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF COLORADO CITY, ARIZONA, as follows:

Section 1: That certain document known as “Town Code Title III, Chapter 31, Section §31.41 PROCEDURE GENERALLY,” three copies of which are on file in the office of the Town Clerk, shall be amended to read as follows:

(A) *The Town ~~Treasurer~~ Manager shall be the purchasing agent for the town. No purchase or contract for services of any kind or description, payment for which is to be made from funds of the town, shall be made by the purchasing agent, or any officer, employee or agent of the town, except in the manner set forth in this subchapter, and unless the purchase is in accordance with the adopted town budget.*

(1986 Code, § 3-3-1)

(B) *The town purchasing and procurement policy shall be established by Town Council resolution which may be changed or modified at any time separate from the rest of this code. The change by resolution will become a part of this code immediately upon adoption.*

~~*(C) The town purchasing and procurement policy shall be adopted separately by the Town Council and may be updated or changed at the discretion of the Council.*~~

(Am. Ord. 2010-02, passed 7-12-2010)

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

Section 3: The provisions of this ordinance and the public record adopted herein shall be effective from and after February 8, 2024.

PASSED AND ADOPTED by the Town Council of Colorado City, Arizona this 8th day of January 2024.

ATTEST:

TOWN OF COLORADO CITY

Town Clerk

Mayor

APPROVED AS TO FORM:

Mangum, Wall, Stoops & Warden, P.L.L.C.
Town Attorney

RESOLUTION NO. 2023-32

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF COLORADO CITY, ARIZONA, UPDATING THE TOWN OF COLORADO CITY PURCHASING & PROCUREMENT POLICY.

This Resolution shall govern the purchases of any goods or services for or on behalf of the Town in the manner set forth herein or in any other regulation adopted by the Council. Federal or State purchasing requirements in addition to those set forth in this policy may be followed when necessary to meet contractual obligations.

I. Purpose

To establish procedures by which Town staff shall exercise their delegated authority to conduct and/or oversee certain solicitations, purchases, contracts and leases for goods, services, materials, supplies and equipment (including vehicles) with an estimated cost of up to \$50,000.00. For the purposes of this Procurement Policy, the term “services” means contracted services of every kind or nature, including but not limited to the services of licensed professionals (including engineers, architects, real estate professionals, geologists, hydrologists, accountants, health care professionals and attorneys); nonprofessional services; consulting services; facility, vehicle, and equipment repair and maintenance; and financial services.

II. Reservation of Council Authority; Applicability of State Law to Procurement of Most Construction and Construction-Related Services

The Town Council shall approve all purchases and leases of real property, as well as procurements with an estimated cost of \$50,000.00 or more. Moreover, the procurement of most construction and construction-related services is governed by Title 34, Arizona Revised Statutes.

III. Designation of Procurement Officer

The Town Manager shall serve as the Town’s Procurement Officer and may either exercise or delegate any authority granted to him or her by the Town Council under the Town Code, this Procurement Policy, or otherwise.

IV. Gratuities Prohibited

No Town employee may seek or accept any gift, gratuity, or anything of value in exchange for making any purchase or giving any preference in connection with the procurement of goods or services by or on behalf of the Town.

V. Purchase Orders.

All purchases of \$500.00 or greater shall be authorized by a Purchase Order approved by the Purchasing Agent or their designee prior to purchasing the good or service. In cases where multiple bids or proposals were obtained prior to award, the Purchase Order Request shall include an identification of all vendors contacted (including name, address, phone

number and person contacted) and a copy or description of their respective bids or proposals. Following receipt and approval of a Purchase Order Request, the Town Manager or his/her designee shall prepare and distribute a Purchase Order which shall be forwarded by the requesting department to the vendor. A copy of the signed purchase order shall be filed with the check or payment record for the purchase. Purchase Orders are not required for utility expenses or contracts approved by the Town Council, such as construction projects, leases or professional services.

VI. Procedures

- A. Solicitations, Purchases, Contracts and Leases up to \$5,000.00. The Town Manager, General Managers, and designees may solicit, contract for, procure or lease goods, services, supplies and equipment with an estimated cost of up to \$5,000.00 in the open market, in any manner deemed appropriate and advantageous to the Town, including direct negotiation, contract and/or purchase.
- B. Solicitations, Purchases, Contracts and Leases exceeding \$5,000.00 up to \$10,000.00. The Town Manager and General Managers, and designees may solicit, contract for, procure or lease goods, services, supplies and equipment with an estimated cost of more than \$5,000.00 but less than \$10,000.00 in any manner deemed appropriate and advantageous to the Town, but which at a minimum provides for the consideration of at least three (3) oral bids, quotes or proposals, except as provided in Section VII below.
- C. Solicitations, Purchases, Contracts and Leases exceeding \$10,000.00 up to \$50,000.00. The Town Manager and designees may solicit, contract for, procure or lease goods, services, supplies and equipment with an estimated cost of more than \$10,000.00 but less than \$50,000.00 in a manner deemed appropriate and advantageous to the Town, but which at a minimum provides for the consideration of at least three (3) written bids, quotes or proposals, except as provided in Section VII below.
- D. Procurements Exceeding \$50,000.00. Except as provided in Section VII below, all purchases exceeding \$50,000.00 shall follow a publicly advertised request for sealed competitive bids, proposals, and/or statements of qualifications, per Section VIII below.
- E. Standards for Awards of Contracts Following a Request for Proposals. For goods and services solicited through a Request for Proposals process, the award shall be made to the proposal deemed most advantageous to the Town, with price being neither the sole nor necessarily the primary consideration.
- F. Consideration of Local Suppliers in the Procurement of Locally Available Goods, Equipment, Materials and Supplies. In conducting solicitations and procurements of locally available goods, equipment, materials and supplies, individuals

conducting or overseeing such procurements on behalf of the Town shall attempt to obtain at least one (1) bid or quote from a local supplier, and shall use the delivered cost of goods, equipment, materials and supplies when comparing bids or quotes to determine the lowest responsive and responsible bid.

- G. Change Orders for Contracts Over \$50,000.00. Once the Town Council has approved a contract valued at more than \$50,000.00, the Town Manager may authorize the purchase of additional goods or services under that contract in an amount not to exceed five percent (5%) of the original contract.

VII. Exceptions.

- A. Cooperative Purchasing/Government Contracts. Subject to the dollar amount thresholds set forth in subsections A through D above, the Town Council, Town Manager, general managers, and/or directors/department heads may purchase goods or services without competition under an existing contract or cooperative purchasing agreement administered by the United States (GSA), the State of Arizona, and/or one or more other Arizona public entities or cooperative purchasing units, including but not limited to S.A.V.E. and the Mohave Purchasing Cooperative.
- B. Sole Source Procurements. Products and services valued at less than \$50,000.00 may be procured without competition in cases where the Town Manager or Administrative Services General Manager determines that the specific product or service is necessary or desirable for the Town. Examples of permissible subjects of sole source procurement include advertising/publication services; public utilities; facility rental; machinery and equipment for which there is no reasonably comparable alternative; replacement parts for existing Town equipment; contracts for additional work on the same project or related to work performed by an individual or firm under an existing contract; and special or unique qualifications of a specific individual or firm.
- C. Waiver by Town Council. The Town Council may waive any provision or requirement of this Procurement Policy upon a finding that doing so is in the best interests of the Town. Circumstances justifying waiver include but are not limited to situations in which timing/expediency is critical; special or unique qualifications of an individual, firm, vendor or item(s); the procurement of additional goods or services under an existing contract; or to comply with specific requirements of a gift or grant.
- D. Waiver by Town Manager in Cases of Actual Emergency. In cases of actual emergency where the Town Manager determines that the Town Council cannot be convened quickly enough to prevent posing a risk to public health, safety, or property, the Town Manager may make or authorize such expenditures as are reasonably necessary to protect the public health and safety, and property. In all

such cases, the Town Manager shall notify the Mayor and Town Council of such expenditures or commitments under this subsection at the earliest possible time, and in no case more than 48 hours after making or authorizing any such expenditure.

VIII. Bidding Procedure

A. Purchases subject to the bidding process per State or Federal statutes or item VI D above shall follow the procedure set forth herein unless a funding source requires a different bidding process.

- a. A notice or solicitation for bids shall be published two weeks prior to the bid opening in a newspaper of general circulation. The Request for Bids shall also be posted on the Town's website. Requests for Bids may also be sent to individual companies and/or published and posted on additional sites as deemed in the best interest of the Town.
- b. Request for Bids shall be issued and shall include at least the following information:
 - Location where bids will be accepted,
 - Date and time by which the bids must be submitted and the bid opening,
 - A brief description of the goods and/or services being bid,
 - A statement that the bids shall be in a sealed envelope and information on how the bid submittal should be identified on the outside of the envelope,
 - The location where the complete bid package may be reviewed and obtained,
 - The cost of the bid package, if any,
 - Bid Bond requirements, if any,
 - Minimum bidder requirements, if any,
 - Town's Nondiscrimination requirements.
- c. All bids shall be opened in public at the time and place specified, and a tabulation of all bids received shall be available in the Town Hall for public inspection.
- d. The Town Manager and the Council shall have the right to reject any and all bids and parts of bids and to re-advertise or re-solicit for bids.
- e. The lowest and responsive bid allows the Town to use factors other than price to determine the bid award. These factors such as ability, capacity, skill, past performance, quality and availability must be stated in the bid solicitation.
- f. Pre-Bid Conferences or Site Inspections. When deemed necessary for an adequate understanding of requirements, the purchasing agent is authorized to require bidders or proposers to attend pre-bid conferences or site inspections prior to the time and date set for receipt of bids or proposals and to consider bidders or proposers not in attendance to be nonresponsive.

B. Local Preference

1. In awarding contracts for supplies, equipment and contractual services of an estimated value less than \$50,000.00, the contract may be awarded to bidders who have had both a place of business located within the municipal limits of the Town and a business license issued by the Town for a period of not less than 12 months prior to the date of award of the contract in preference to a competing bidder whenever the bid of the competing bidder of equivalent quality and suitability is less than five percent lower.
2. This preference shall not be used where State law or any applicable Federal law or regulation forbids the granting of such preference or requires another method for competitive bidding. This section shall not apply to contracts for professional services.

C. Correction or Withdrawal of Bids.

1. Correction or Withdrawal Before Opening. Bids or proposals that contain errors or mistakes discovered by a bidder may be modified or withdrawn prior to the date and time set for receipt, provided the bidder establishes all of the following to the satisfaction of the purchasing agent:
 - a. A mistake was made;
 - b. The bidder gave written notice of the mistake, and the manner in which it occurred, to the Town Manager within five calendar days prior to the deadline for receipt of bids;
 - c. The mistake made the price materially different than the bidder intended it to be; and
 - d. The mistake was made in filling out the bid and not due to error in judgment or to carelessness in inspecting the site of the work or in reading the bid documents.
2. Correction After Opening. A bidder may not change its bid or proposal after the date and time set for receipt of bids.
3. Withdrawal After Opening. If the purchasing agent deems it to be in the best interest of the Town, it may allow the lowest bidder to withdraw its bid and award a contract to the next lowest bidder. In the event that bid security was required and provided by the lowest bidder, the amount of the lowest bidder's bid security shall be applied to the difference between the lowest bid and the next lowest bid, and the surplus, if any, shall be returned to the lowest bidder or the bidder's surety, unless the procurement officer deems it in the best interest of the Town to allow the withdrawal without applying the bid security.

D. Bid Protest.

1. Not more than three days following the date on which the act complained of occurred, a bidder may protest the handling of a bid or awarding of a contract by filing written notice with the purchasing agent stating the grounds for the protest.
2. The Town Manager shall hold a hearing at which the protesting bidder may appear and present evidence. If the protesting bidder establishes by clear and convincing evidence that the Town's handling of a bid or award of contract violated this code, the Town Manager shall grant the protest.
3. If the protest is granted, the damages recoverable by the protesting bidder shall not exceed the reasonable cost of preparing the bid. In no event will the award of bid be changed to the protesting bidder.

E. Disqualification of Bidders and Suppliers.

1. Grounds. The purchasing agent may disqualify a person from selling or renting supplies, goods or services to the Town if it is determined that any of the following circumstances apply.
 - a. The person has committed fraud or intentional misrepresentation in procuring or performing a contract with the Town, or in application for payment from the Town within the last ten (10) years;
 - b. The person has materially breached or failed to perform a contract with the Town, whether or not terminated within the last three years;
 - c. The person was convicted of a criminal offense committed in the course of obtaining or performing a public contract within the last ten years.
2. Notice. The purchasing agent shall send written notice of the proposed disqualification, including the grounds and the proposed period of disqualification to the person by certified mail at the address contained in the person's bid. The notice shall advise the person of their right to request a hearing on the matter before the Town Manager. If the person serves a written request to the Town Manager not more than ten days after the date on which the individual received notice, the Town Manager shall conduct a hearing. At the hearing, the person shall have the opportunity to present evidence concerning the reasons for disqualification. If the Town Manager determines that disqualification is justified under this section, the Town Manager shall disqualify the person.
3. Application. A disqualification shall apply to the disqualified person and to all businesses in which the disqualified person holds a substantial interest or serves in a management or sales position.

F. Bonds and Other Security – Insurance Requirements.

1. When Required. The purchasing agent shall have the authority to require bid, performance and payment security or specific types and amounts of insurance coverage for specific procurements to the extent required by State law or upon a determination that it is in the best interest of the Town to do so.
2. Bid Security. Bid security, if required, shall be submitted with the bid and shall be a certified check, cashier's check, or surety bond issued by an admitted surety insurer authorized to conduct business in the state of Arizona. If a bidder fails to submit the required bid security with the bid, the bid shall be deemed non-responsive. After bids are opened, bid security is irrevocable for the period specified in the invitation for bids. If the successful bidder fails to execute the contract within the time specified, the total amount of the bid security shall be forfeited to the Town. The security of an unsuccessful bidder shall be returned to the bidder no later than 60 calendar days from the date of contract award.
3. Performance Security. Performance security, if required, shall be in the form of a bond acceptable to the Town and issued by an admitted surety insurer authorized to conduct business in the State of Arizona.
4. Form of Bonds. The only bonds acceptable to the Town shall be those executed on forms approved by the Town attorney and included with the bid or proposal documents.
5. Insurance. The successful bidder shall submit certificates of insurance and endorsement forms, as applicable, as evidence that it has the type and amount of insurance coverage required by the bid or proposal documents. Such evidence shall be submitted to the Town promptly upon request and shall be issued by an admitted insurer authorized to conduct business in the State of Arizona and acceptable to the Town.

G. Emergency Procurements.

1. Any supervisory level Town Employee is authorized to make emergency procurements, regardless of the cost, if there is an urgent necessity to do so for the preservation of life, health or property. Such emergency procurements shall be made with such competition as is practical under the circumstances and shall be limited to those goods and services necessary to satisfy the emergency need.
2. In such circumstances, the purchasing agent or department head shall provide a written report of the procurement including a description of the emergency and the basis for selection of the particular contractor; and a copy of this report shall be included in the procurement records maintained by the Town Manager.
3. In the event that such emergency action is necessary, and the procurement cost is greater than \$50,000.00 in any one transaction, the purchasing agent shall make a

full and complete report to the Town Council at its next regularly scheduled meeting.

H. Right to Inspect Plant and Audit Records.

1. Right to Inspect Plant. The Town may, at reasonable times upon reasonable notice inspect the part of the plant, place of business or work site of a contractor or subcontractor at any tier which is pertinent to the performance of any contract awarded or to be awarded by the Town.
2. Right to Audit Records. The Town shall be entitled to audit the books and records of a contractor or subcontractor at any tier to the extent that such books, documents, papers, and records are pertinent to the performance of such contract or subcontract. Contractors shall make them available for audit by the Town at reasonable times upon reasonable notice.

VX Exempt Procurements.

The following procurements are exempt from the competitive purchasing provisions of this policy:

- a. Professional or specialized services.
- b. Utilities for which funds have been appropriated.
- c. Emergency procurements.
- d. Situations where solicitations of bids or proposals would for any reason be impractical or impossible; The purchasing agent shall have the authority to enter into contracts through competitive bargaining.
- e. Payments under approved contract.
- f. Sole source procurements, such as items which are proprietary (software), original equipment manufacturer requirements or design compatibility for equipment.
- g. Insurance and bonds.
- h. Procurements funded by grants, donations or gifts when the special conditions attached to the grants, donations or gifts require the procurement of particular goods and/or services.
- i. Works of art, entertainment or performance.
- j. Items procured from another governmental entity.
- k. Membership dues, conventions, training, and travel arrangements.
- l. Advertisements in magazines, newspapers, or other media.
- m. Goods procured for resale to the public.
- n. Cooperative procurements (state contract).

Nothing in this section shall preclude the solicitation of competitive bids or proposals.

X. Definitions

The following definitions shall apply when used within this policy, if definitions in funding documents, such as grants or loans conflict the funding source documents will supersede these definitions:

1. **Purchasing Agent.** The Town Manager or a designee shall be the purchasing agent for the Town.
2. **Town Employee.** An individual who performs services for the Town in the capacity of an elected or appointed official, or as a compensated employee of the Town or of a temporary services agency retained by the Town. Town Employee does not include independent contractors.
3. **Town Manager.** The person appointed by the Town Council to be the chief administrative officer for the Town, or his/her designee.
4. **Contract.** Agreements, regardless of what they may be labeled, between the Town and one or more other parties for the procurement or disposition of goods.
5. **Contractor.** The person who has entered into an agreement with the Town.
6. **Person.** Any individual, partnership, limited partnership, association, corporation, labor union, committee, club, or governmental entity.
7. **Procurement.** The acquisition of supplies, goods and services by the Town, including but not limited to purchasing or leasing, and all functions and procedures pertaining to such acquisitions.
8. **Delegated Authority.** The purchasing agent may delegate procurement authority to Department Heads for purchases up to \$5,000. Department Heads may further delegate the authority to purchase to other employees within the department, if such delegation is deemed necessary for the effective procurement of those items.
9. **Professional or Specialized Services.** Services which involve the exercise of professional discretion and independent judgment based on advanced or specialized knowledge, expertise or training gained by formal studies or experience. Such services include, but are not limited to, engineers, architects, geologists, hydrologists, land surveyors, landscape architects and assayers, real estate, computer, accounting, personnel and insurance consultants, psychologists, medical doctors and attorneys-at-law.
10. **Responsible Bidder.** A bidder determined by the purchasing agent:
 - a. To have the ability, capacity, experience and skill to provide the goods and/or services in accordance with bid specifications;
 - b. To have the ability to provide the goods and/or services promptly, or within the time specified, without delay;
 - c. To have equipment, facilities and resources of such capacity and location to enable the bidder to provide the goods and/or services;

- d. To be able to provide future maintenance, repair, parts and service for the use of the goods purchased, when applicable;
- e. To have a record of satisfactory or better performance under prior contracts with the Town or other purchasers where such bidder has previously been awarded such contracts; and
- f. To have complied with laws, regulations, guidelines and orders governing prior or existing contracts performed by the bidder.

11. Responsive Bidder. A bidder determined by the purchasing agent to have submitted a bid or proposal that conforms in all material respects to the requirements of the bid or proposal documents.

12. Sole Source. Contracts for which the purchasing agent has determined, after conducting a good faith review of available products and sources, that the Town's requirements can be met solely by a single patented, copyrighted or proprietary article or process available from a single source. Examples of acceptable sole source purchases are equipment for which there is no comparable competitive product, a component or replacement part for which there is no commercially available substitute, and which can be obtained only from the manufacturer or an item where compatibility with items in use by the Town is the overriding consideration.

This Resolution updating the Purchasing & Procurement Policy for the Town of Colorado City shall supersede all prior Purchasing & Procurement Policies for the Town of Colorado City.

PASSED AND ADOPTED by the Mayor and Council of the Town of Colorado Town, Arizona, this 11th day of December 2023.

Mayor

ATTEST:

Town Clerk



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Policy 6. Attendance and Leaves

Section 1. Attendance

Employees shall attend their work in accordance with the policies regarding hours of work, holidays, and leaves. All departments shall keep daily attendance records of employees. Flexible work schedules may be established by Department Heads. Some departments or individuals will have workdays and hours which vary from the standard.

Work Period: Absenteeism and tardiness result in a burden on other employees and on the Town's overall operations. Each employee will have a designated time for reporting to work and for leaving from work. These times will be set by Department Heads or their designees and communicated to the employee. Unsatisfactory attendance may result in disciplinary action, up to and including termination as appropriate.

Absent Without Leave: An employee shall be considered absent without leave when absent for seven (7) or more consecutive working days without authorization for leave and is automatically considered to have resigned after 14 working days, except when extenuating circumstances are found to have existed.

Workers Compensation Leave: See Policy 9 - Health Benefits

Section 2. Annual Personal Leave

Intent: It is the policy of the Town of Colorado City to grant leave for personal purposes such as illness, injury, bereavement, or vacation so that its employees will benefit mentally and physically by periods of rest and relaxation and so that an illness or injury will not impose a great financial hardship on employees.

Earned Sick Leave: This policy meets or exceeds the requirements of the Arizona Fair Wages and Healthy Families Act (ARS 23-373) which requires earned sick leave for purposes such as medical care, mental or physical illness, injury, health condition, public health emergency, and absence due to domestic violence, sexual violence, abuse, or stalking. The Act also prohibits retaliation against an employee who requests or uses earned sick leave. An employee has the right to file a complaint if earned paid sick time is denied by the Town or if the employee is subjected to retaliation for requesting or taking earned paid sick time. Personal leave covers all types and classes of personal leave time without differentiation. Any additional time/days must be credited against accrued compensatory time or leave without pay.

Leave Credits: All employees shall be granted personal leave at the rate specified in the table below except employees who work on a volunteer basis. ~~Part-time employees who are~~



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~~scheduled to work more than 20 hours per week and less than 40 hours per week will accrue pro-rated personal leave credits.~~

Upon initial hire, each eligible employee shall begin accruing personal leave time at the rate specified in this policy. A new employee cannot take leave time until he or she has worked at least 40 hours, except for cases of qualifying sick leave.

The annual personal leave credits are as follows:

Completed Years of Service	Annual Hours Per Year	Maximum Hours to be Carried Over
Less than 20 hrs/wk Part-time Status	1 hr/30 hrs worked	40
Less than 1 year	80	56
1 to 3 years	104	160
4 to 6 years	120	200
7 to 8 years	144	220
9 to 10 years	160	240
11 to 14 years	184	260
15 to 20 years	200	280
20 years and over	215	300

Accumulation: Leave credits shall accrue at the rate specified in the table above based on years of service and full-time status. ~~Leave credits shall not accumulate in excess of the maximum hours at the first of January of any calendar year.~~

If an active employee is tenured in excess of ~~40-4~~ years and stands to lose an excess of accumulated leave credits, the Town will pay into the employees 457(b) plan 65 percent of leave credits in excess of the maximum carryover allowed provided the employee has used a minimum of 40 hours of leave time during the calendar year. If an active employee is tenured in excess of 10 years and stands to lose an excess of accumulated leave credits, the Town will pay into the employees 457(b) plan 100 percent of leave credits in excess of the maximum carryover allowed provided the employee has used a minimum of 40 hours of leave time during the calendar year. If the employee has not used a minimum of 40 hours of leave time during the calendar year the leave credits in excess of maximum allowed becomes null and void at the first of January of any calendar year. Payouts of excess accumulated leave credits per this paragraph will be contributed pretax and will become taxable income at the time the employee withdraws them from the retirement fund.

Employees who are on any unpaid leave of absence (Except FMLA leave) for an entire pay period (80 hours) will not accrue personal leave time. Employees on paid leave of absence will continue to accrue personal leave time.



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Personal leave shall not be granted in advance of accrual, unless approved by the Town Manager. Written documentation of the leave time shall be provided to the Finance Department.

According to Federal Labor Standards (FLSA) personal leave should not normally be charged against exempt employees for partial day absences.

Cashout of Future Vacation hours: Employees who have worked a minimum of 5 years for the Town and have accumulated unused personal leave credits in excess of 200 hours shall have the option to make an irrevocable election on or before December 31st of each year to receive cash for the amount of vacation hours that would otherwise accrue in the immediately following six-month period but not to exceed 40 hours for each six-month period. The election shall be made by filing a written notice with the Town. The election is only valid for one year, therefore an employee must make a new election by December 31st of each year the employee desires and is qualified to make the election. The election is irrevocable, and the employee can neither increase (if fewer than 40 hours were originally to be paid out) nor decrease the number of hours for which payment will be made.

Required Leave: Employees granted personal leave time are required to take a minimum of twenty-four (24) hours leave time annually (except employees who work less than 20 hours per week). The twenty-four (24) hours will be forfeited and deducted from the leave credits annual carry-over if not taken by the end of any calendar year.

Coordinating Leave Time: All personal leave for vacation is to be taken at the convenience of the Department and shall be approved in advance by the Department Head or his/her designee. It is the responsibility of the employee to coordinate with his or her supervisor to schedule personal leave time in compliance with departmental workloads and needs. Department Heads or supervisors may require an employee to postpone or change their scheduled vacation leave for worthy cause relating to Town services.

Transfer Hours: Employees who wish to assist co-workers during times when those co-workers have FMLA qualifying events or deaths, may donate leave hours, while maintaining a minimum of 40 personal leave hours. Transfer hours will only be accepted on a pay period basis and will be re-evaluated at each successive pay period.

The paid leave hours the employee had accrued at the time they went on leave, and the donated leave hours cannot continue past the total of 480 hours allowed by the Family and Medical Leave Act.

Separation: Employees who are separated will have their current year personal leave allocation pro-rated to reflect earned leave time for actual time worked. The value of leave time used but unearned will be deducted from final pay.



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Payout: The Town offers a payout upon separation of employment. The payout consists of paying 65 percent of the value of all accumulated personal leave up to a maximum of 320 hours. In the event of an employee's death as a direct result of performing their duties, 100% of the employee's accrued leave hours will be paid to the estate of the former employee.

Section 3. Military Leave

Leaves of absence without pay for military or reserve duty are granted to full-time regular and part-time regular employees. Military leave shall be granted in accordance with the provisions of Federal and State law. All employees entitled to military leave shall give their supervisors notice of the need for leave as soon as possible within the limits of military regulations. Copies of valid orders for military service must be submitted to Human Resources.

Members of the National Guard or a reservist will be granted military leaves of absence without loss of time or pay rating, on all days during which they are on training duty under orders with any branch of the armed forces of the United States, for a period of not to exceed 30 days in any two consecutive calendar years. Personal leave time will not accrue during active-duty service.

Section 4. Bereavement Leave

Employees will be granted up to 24 hours of paid bereavement leave upon the death of a close family member. "Close family member" is defined for purposes of this section to include spouses, domestic partners, parents, siblings, children, grandparents, grandchildren, aunts, uncles, nieces and nephews, as well as relations of the same degree that are "in-law," "step" or "half."

Bereavement leave must be requested and used within a period of 2 weeks of a qualifying event and may be supplemented with accrued personal leave time if approved by the Department Head or his/her designee, in accordance with Section 2, Annual Personal Leave.

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Section 5. Leave of Absence without Pay

Eligibility: The department head, through the Town Manager, may grant an employee who has worked for the Town for at least 12 months of continuous service, a leave of absence without pay for not more than six (6) months in a 12-month period. (i.e., health recovery) The approval shall be in writing.

Employees on unpaid leave of absence are not eligible to accrue additional leave time or be entitled to benefits unless required by law.

Failure to Report for Duty: Failure on the part of an employee on leave to report for duty upon expiration of the leave, or within ten (10) calendar days after notice to return to duty



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shall be deemed to have voluntarily resigned from the Town and will automatically be discharged.

Health Benefit Plans: During an approved unpaid leave of absence, the employee may continue their coverage for health benefit plans by continuing to pay full costs of the program including any portions normally paid by the Town.

Reinstatement: Upon the expiration of an approved leave the employee shall be reinstated to a like or similar position as that held at the time leave was granted, if available and if the employee returns to work.

Section 6. Leave with Pay

The Town Manager, in consultation with the Department Head may grant leave with pay for sufficient cause (i.e., educational training or special hardship) to career status employees up to and including fifteen (15) consecutive working days or twenty (20) total working days in any twelve-month period.

Leave with only group health benefits maintained during the leave may be approved for up to three (3) months in a 12-month period. More extended periods of leave with pay may not be granted except by express approval of the Town Manager.

Section 7. Administrative Leave (Suspension)

Employees may be placed on paid administrative leave while conduct is being investigated, to enable the Town to review the facts and the record, to determine what action, if any, is appropriate. Paid administrative leave is not a disciplinary action and is not subject to the Town's grievance procedure. Administrative leave may also be used while the employee is undergoing fitness for duty exams and while the Town is awaiting the results of such exams.

Restrictions: An employee placed on administrative leave will typically be required to turn in to their Department Head, all Town property such as keys, access cards, computers, tablets, credit cards, vehicles, etc. and refrain from entering their place of work except where members of the public are invited. He or she should not contact any other employee except by permission, unless contacting other employees who are family members, and the contact is unrelated to employment.

Extent of Leave: Administrative leave may be limited to active duty only or restricted to specific responsibilities only. Typically, an employee placed on administrative leave will check in with the Department Head each day to be available for assignments. Employees on paid administrative leave continue with full benefits and are subject to all of the Personnel Policies while on administrative leave.



Personnel Policy 6
Attendance and Leaves

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Section 8. Jury Duty Leave

Employees who are called to meet an obligation as a citizen by serving on juries, will be granted time off with their normal scheduled pay for jury duty, unless serving on their regularly scheduled days off.

In an effort to encourage participation and to support the court system in an ever-difficult task of finding qualified jurors, compensation from the court, received by the employee, including mileage fees, will not be deducted from the employee's salary.

Section 9. Subpoena/Witness Leave

Employees shall be excused without compensation from their duties when required to appear before a court, legislative committee, judicial or quasi-judicial body as a witness in response to a subpoena or other direction by proper authority.

If the subpoena or other order of the court appearance is Town related, the employee will receive their normal scheduled pay and benefits during the period of such service, regardless of other compensation for attendance.

Section 10. Observed Holidays

Holidays observed by the Town are:

- | | |
|--|--|
| 1. January 1 st | "New Year's Day" |
| 2. Third Monday in January | "Martin Luther King, Jr./Civil Rights Day" |
| 3. Third Monday in February | "Lincoln, Washington Presidents' Day" |
| 4. Last Monday in May | "Memorial Day" |
| 5. July 4 th | "Independence Day" |
| 6. July 24 th | "Pioneer Day" |
| 7. First Monday in September | "Labor Day" |
| 8. Second Monday in October | "Columbus Day" |
| 9. November 11 th | "Veterans' Day" |
| 10. Last Thursday & Friday in November | "Thanksgiving" |
| 11. 25 th of December | "Christmas Day" |
| 12. Floating Holiday | "Employee Discretion" |



Personnel Policy 6
Attendance and Leaves

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When an observed holiday falls on a Saturday, the preceding Friday will be considered a holiday. When a holiday falls on a Sunday, the following Monday will be considered a holiday.

Holiday Pay: Full time employees shall receive eight (8) hours of holiday pay at their normal rate of pay for observed holidays. Part-time ~~benefit-eligible~~ employees ~~(as defined in Personnel Policy 2) who are scheduled more than 20 hours per week shall be eligible to receive holiday pay based upon a proration of their budgeted working hours at ½ that of a full-time employee.~~

For example, a part-time ~~benefit-eligible~~ employee ~~budgeted-scheduled~~ to work ~~20-21 or more~~ hours per week would be eligible for four hours of holiday pay on observed holidays.

Public Safety and other essential service employees (i.e., police officer and dispatcher) might be required to be on duty on state legal holidays in the interest of public health, safety, or general welfare of the Town. A public safety employee who is required to work on a holiday, may receive one additional leave day for each such holiday in lieu of holiday pay.

On Paid Leave: Employees on paid leave when a holiday occurs, shall receive no additional pay, but shall not be charged Personal Leave for that day. Employee leave time will be governed by Section 2. Annual Personal Leave.

Section 11. Meal and Rest Periods

Meal Period: Generally, it is the intent of the Town that every employee be scheduled in a manner that includes an unpaid meal period of at least 30 minutes near the middle of the work shift. Employees shall not perform any duties nor eat meals at their usual workstation during the unpaid meal period. Such employee shall not have the unpaid meal period restricted in any manner, unless the meal period is paid.

Rest Period: Employees may be granted two separate rest periods or "breaks" of fifteen (15) minutes each during a work shift. Rest periods shall be counted as time worked. Rest periods may be combined or "banked" to provide an extended rest or lunch period but shall not be used to shorten the workday.

Compensatory time or overtime pay shall not be granted for rest periods not received or taken or for work performed during the rest period. Employees assigned to tasks that allow refreshments and personal comfort interruptions as needed may not need a formal rest period.

Section 12. Family and Medical Leave Policy



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Attendance and Leaves

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To the extent the Family Medical Leave Act (FMLA) applies, eligible employees are provided with up to twelve workweeks of job protected unpaid leave in a twelve-month period and requires group health benefits to be maintained during the leave as if employees continued to work instead of taking leave.

Qualifying Events:

1. The employee's own serious health condition ~~that~~^{which} makes the employee unable to perform one or more of the essential functions of his or her job.
2. The birth of a child and to care for the newborn child within one year of birth.
3. The placement with the employee of a child for adoption or foster care and to care for the newly placed child within one year of placement.
4. To care for the employee's spouse, child, or parent who has a serious health condition.
5. A military qualifying exigency while the employee's spouse, son, daughter, or parent (the "military member") is on covered active duty or has been notified of an impending call or order to covered active-duty status.
6. To care for a covered service member or qualifying veteran with a serious injury or illness if the eligible employee is the service member's spouse, son, daughter, parent, or next of kin (military caregiver leave).

Serious Health Condition: an illness, injury, impairment, or physical or mental condition that involves in-patient care in a hospital, hospice, or residential medical care facility or any subsequent treatment in connection with such in-patient care or continuing treatment by a health care provider.

Examples Not Meeting FMLA: Per the FMLA, examples of situations that do not normally meet the definition of a serious health condition are conditions for which cosmetic treatments are administered, the common cold, the flu, earaches, upset stomach, minor ulcers, headaches other than migraine, routine dental or orthodontia problems, periodontal disease, etc.

Eligible Employees: Eligible employees are those who have been employed by the Town for at least 12 months and have worked (including paid absences) for a period of not less than an average of 20 hours per week during the preceding 12 months. Qualifying hours do not include personal leave time.

Leave Time: Eligible employees are allowed to have up to 12 weeks of unpaid leave designated under FMLA in a 12-month period. (26 weeks to care for a covered service member) The 12-month period will be computed as a rolling 12-month period measured backward from the date leave is used. After personal leave time or compensatory time in lieu of overtime is exhausted, any remaining time during the 12-week period will be considered leave without pay.



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202~~2~~³

For part-time eligible employees and those who work variable hours, the Family Medical Leave entitlement is calculated on a pro-rata basis. A weekly average of hours worked over the 12 weeks prior to the beginning of the leave should be used for calculating the employee's normal workweek.

In the case where both husband and wife are employees of the Town, 12 weeks of leave designated as family and medical leave may be used by each employee in any 12-month period for any event qualifying under the FMLA.

FMLA Notice: An employee wishing to have leave designated under the FMLA must give his or her Department Head thirty (30) days advance notice when the leave is foreseeable. The notice may be verbal, and the Department Head shall document the request for leave and provide a copy to Human Resources. If it is necessary that the leave begin in less than thirty (30) days, the employee must provide such notice as is practical (usually within one or two working days.)

If the employee does not notify the department within five working days of returning to work that the absence was for an FMLA reason, the employee cannot later claim that the absence was for an FMLA reason.

Eligible employees on Worker's Compensation should also be evaluated for FMLA leave. However, employees who are released to work on Transitional/Light Duty will not have the modified duty hours counted toward FMLA hours.

FMLA Designation: It is the responsibility of the Town to designate leave, paid or unpaid, as qualifying under the FMLA. The Town may inquire further if the employee does not provide enough information to enable the Town to designate the leave under the Act.

Certification of Health Condition: The Town may require that designated leave related to a serious health condition be supported by a certification issued by the health care provider of the employee, employee's spouse, daughter, son, or parent, as appropriate. A copy of this certification shall be provided to the ~~Town Clerk~~HR Director within fifteen (15) calendar days of the request for certification. The certification must include the following:

1. The date on which the serious health condition commenced;
2. The probable duration of the condition;
3. The appropriate medical facts within the knowledge of the health care provider regarding the condition;
4. A statement that the employee is needed to care for the daughter, son, spouse, or parent as appropriate.
5. An estimate of the amount of time that the employee is needed to care for the daughter, son, spouse, or parent as appropriate.



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Failure to provide certification within fifteen (15) calendar days may result in denial of leave designated under the FMLA until a certification is provided. Human Resources may require the employee to obtain subsequent recertification on a reasonable basis.

For incremental use of leave the certification must indicate medical necessity for a reduced work schedule. The Town reserves the right to request additional medical opinions in accordance with the FMLA.

FMLA Status: The employee on leave designated under the FMLA must notify his/her Department Head of his/her status and intention to return to work at the conclusion of every fourth week of leave.

Intermittent or Reduced Leave: When placed on official FMLA status, an employee may take leave intermittently (a few days or a few hours at a time), or on a reduced leave schedule. An employee should make reasonable efforts to schedule their absences so as not to unduly disrupt work operations.

When it is necessary for the employee to take FMLA intermittently or on a reduced leave schedule, the employee may be required to transfer temporarily to a position with equivalent pay and benefits that better accommodates recurring periods of leave when the leave is planned based on scheduled medical treatment.

Medical Records: All records or documents provided by a health care provider in response to a request to verify the necessity of leave designated under the FMLA shall be maintained in separate files and treated as confidential medical records.

Health Insurance Coverage: Employees on leave designated as family and medical leave will continue to receive the same group health coverage they had while in paid status with the condition that it shall be the responsibility of an employee on unpaid leave which has been designated as family and medical leave to provide those payments necessary to maintain health insurance coverage, unless leave with pay (Section 7) has been approved for up to a maximum of 3-months.

Benefit accumulation, such as annual, sick leave or holiday benefits, will be suspended during any full pay period (80 hours) of unpaid leave portion of the FMLA leave period and will resume upon return to active employment.

Returning Health Care Certification: An employee who has taken leave for his/her serious health condition shall present to Human Resources, two days advance notice before returning to work, and a certification from the employee's health care provider that the employee is able to resume the full essential functions of his or her position. This certification should include any limitations on performance of duties the employee might have.



Personnel Policy 6
Attendance and Leaves

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Reinstatement: Upon return from leave designated as family and medical leave an employee shall be returned to the same position or an equivalent position with equivalent pay, benefits, and other conditions of employment. An employee need not be reinstated if the employee would not otherwise have been employed at the time reinstatement is requested.

Qualification: When an employee returning from leave designated as family and medical leave is not qualified or able to perform the essential functions of the position to which the employee was returned, the employee may request additional time off in accordance with other leave of absence provisions herein. The Town may require updated medical certifications to support the need for the additional leave.

The employee released to work with restrictions may become eligible for light duty and in some cases, it will be necessary to begin an interactive accommodation process in accordance with the Americans with disabilities Act.

When an employee returning from leave designated as family and medical leave is not able to perform the essential functions of the position to which the employee is returned, the employee may be disqualified.

The Town prohibits retaliation toward employees who utilize FMLA leave.

Investigation: The Town may investigate the use of family and medical leave designation. Misuse of family and medical leave designation shall be cause for disciplinary action up to and including dismissal.

RESOLUTION NO. 2023-33

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF COLORADO CITY, AUTHORIZING A LOAN FROM THE RISK MANAGEMENT FUND FOR POLICE VEHICLES

WHEREAS, the Town of Colorado City has established a Risk Management Fund (RMF); and

WHEREAS, the Town Council has authorized the use of the RMF for internal financing, subject to certain limitations, with Town Council approval; and

WHEREAS, there is a need to finance from the RMF two (2) police vehicles for the Town.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF COLORADO CITY, ARIZONA, that the town staff are authorized to transact the following Risk Management Fund loan:

Section 1: Loan from the Risk Management Fund to the General Fund for purchase and upfit of two (2) police vehicles in an amount not to exceed \$170,000.

Section 2: The loan will be paid back over three years with 3.99% interest in three annual payments.

PASSED AND ADOPTED by the Mayor and Council of the Town of Colorado City, Arizona, this 11th day of December 2023.

Mayor

ATTEST:

Town Clerk

Town of Colorado City estimated
 Loan Amortization
 RMF internal
 2023 Police pickups

3 year payback

Principal Amount 168,596.32
 Interest rate 3.99%
 Date of Loan 12/11/2023

 payment amount 58,415.00

Date of Pay	Amount	Interest	Principal	Balance
12/11/2023	58,415.00	0.00	58,415.00	110,181.32
12/11/2024	58,415.00	4,408.28	54,006.72	56,174.60
12/11/2025	58,415.00	2,241.37	56,173.63	0.97
	175,245.00	6,649.65	168,595.35	

Summary of Costs

2023 GMC	54,000.00	Murry Motors
2023 GMC	54,719.00	Newby Buick GMC
setup costs	33,132.00	EVS setup both
	8,775.00	licensing TPT
	4,000.00	Lettering
	13,970.32	Radio for both
Total	<u>168,596.32</u>	

**INTERGOVERNMENTAL AGREEMENT BETWEEN LAKE HAVASU CITY,
THE CITY OF KINGMAN, THE CITY OF BULLHEAD CITY, THE TOWN OF
COLORADO CITY, AND MOHAVE COUNTY SHERIFFS OFFICE FOR
ARIZONA DEPARTMENT OF ADMINISTRATION, GRANTS AND FEDERAL
RESOURCES (ADOA-GFR) ARIZONA 911 GRANT PROGRAM**

THIS INTERGOVERNMENTAL AGREEMENT (“Agreement”) is entered into, effective this 1st day of July, 2023, between Lake Havasu City (**LAKE HAVASU**), a municipal corporation of the State of Arizona; the City of Kingman (**KINGMAN**), a municipal corporation of the State of Arizona; the City of Bullhead City (**BULLHEAD**), a municipal corporation of the State of Arizona; the Town of Colorado City (**COLORADO CITY**), a municipal corporation of the State of Arizona, and the Mohave County Sheriff’s Office (**MCSO**), an agency of Mohave County. Lake Havasu, Kingman, Bullhead, Colorado City, and MCSO are sometimes collectively referred to as the “Parties” or individually as the “Party.” The Parties participate jointly in the Arizona 911 Program.

RECITALS

WHEREAS:

- A.** Mohave County 911 System Administrator position has changed effective July 1, 2023, in a manner necessitating the position to work as a consortium of all Parties. The consortium is comprised of Public Safety Answering Points (PSAPs) Managers and Supervisors representing each Party agency, both programmatically and financially, to ensure that the project goals, objectives, performance requirements, timelines, milestone completion, budgets, and other related program criteria are being met; and
- B.** All Parties recognize the importance of interagency cooperation and agree to perform activities related to implementation and operation of their respective emergency telecommunication system under the direction of Mohave County’s Chiefs of Police, Fire Chief and Sheriff; and
- C.** The position of 911 System Administrator shall be the responsibility of the MCSO for the duration of this Agreement; and
- D.** The Parties agree that MSCO through the Mohave County Finance Department shall be the Fiduciary to perform the aforementioned 911 bill payment administrative functions under the distribution of funding per A.R.S. § 41-704, which establishes the administration of the emergency telecommunications services revolving fund for Mohave County PSAPs; and
- E.** The Parties desire to enter into this Agreement for administration of grant funds provided by Arizona Department of Administration, Office of Grants and Federal Resources (ADOA-GFR) Arizona 911 Grant Program to Mohave County Sheriff’s Office as the initial System Administrator for all PSAPs in Mohave County; and

- F.** The Arizona 911 Grant program is designed to assist PSAPs, in collaboration with regional and local jurisdictions, to perform activities related to implementation and operation of their respective emergency telecommunications system.

1. PURPOSE

The purpose of this Agreement is to administer the funds received by Mohave County under the ADOA-GFR Arizona 911 Grant Program for maintenance and operation of all PSAPs in Mohave County.

2. AGREEMENTS.

The Parties agree that the Recitals above are fully incorporated into this Agreement, and further agree to the following procedures and shall be responsible as follows:

2.1 The System Administrator shall:

- 2.1.1 Serve as the Grant Administrator of the ADOA-GFR Arizona 911 Grant Award.
- 2.1.2 Prepare and submit the GIS Accuracy Report, the Level of Service Report, the MIS Report, and the Monthly Financial Reports documenting the activities supported by these grant funds and providing an assessment of the impact of these activities on behalf of all Parties pursuant to the ADOA-GFR Arizona 911 Grant Program guidelines.
- 2.1.3 Pay monthly 911 operating bills and submit reimbursement to the State under the ADOA-GFR Arizona 911 Grant Program on behalf of all Parties by the 25th of every month.
- 2.1.4 Retain all data, books, and other records ("Records") relating to this Agreement for a period of five years from the last financial report submitted to GFR. All such documents shall be subject to inspection and audit at reasonable times and upon request, submitted to the offices of the Arizona Department of Administration.
- 2.1.5 Act as the Liaison between the ADOA-GFR and all Parties. Hold quarterly PSAPs Manager Meetings between PSAPs, Vendors and ADOA-GFR.

2.2 MCSO shall:

- 2.2.1 Act as the Systems Administrator and Fiduciary, through the Mohave County Finance Department, for all Parties throughout the term of this Agreement.
- 2.2.2 Pay vendors in a timely manner on behalf of all Parties. Late fees are the responsibility of the Fiduciary and are not reimbursable by ADOA-GFR.

2.3 All Parties shall:

- 2.3.1 In accordance with A.R.S. § 35-154, every payment obligation of the State under this Agreement is conditioned upon the availability of funds appropriated or allocated for payment of such obligation. If funds are not allocated and available for the continuance of said Agreement, all Parties agree to reimburse Mohave County for their portion of their operating bills. The System Administrator shall disseminate the annual budget to the Parties, which copies shall be deemed incorporated herein.
- 2.3.2 Provide any additional documentation to the System Administrator, as requested, which may be necessary in connection with the ADOA-GFR Arizona 911 Grant Award.

3. INDEMNIFICATION

To the extent permitted by law, each Party to this Agreement shall indemnify, defend, and hold harmless the other Party, their members, directors, officers, employees, agents, attorneys and assigns from and against any and all claims, losses, liability, costs or expenses resulting from the negligence or willful misconduct of the indemnifying Party or Parties. This indemnification shall survive termination of this Agreement or the termination of the participation of any of its Parties.

4. WORKERS' COMPENSATION CLAIMS

The Parties shall comply with the provisions of A.R.S. § 23-1022 (E) by posting the public notice required. As provided for in A.R.S. § 23-1022 (D), an employee of a public agency who works under the jurisdiction or control of or within the jurisdictional boundaries of another public agency pursuant to a specific intergovernmental agreement or contract entered into between the public agencies is deemed to be an employee of both public agencies. However, the primary employer is solely liable for the payment of Workers' Compensation benefits. As such, each Party shall maintain Workers' Compensation insurance coverage on all of its own employees providing services pursuant to this Agreement.

5. INSURANCE

Each Party shall bear the risk of its own actions, and shall determine for itself an appropriate

level of insurance coverage and maintain such coverage. Nothing in this Agreement shall be construed as a waiver of any limitation on liability that may apply to a Party.

6. EFFECTIVE DATE; TERM; EFFECT OF TERMINATION ON REMAINING PARTIES;

6.1 Effective Date. This Agreement will commence on July 1, 2023 and shall remain in effect for ten (10) years.

6.2 This Agreement may be renewed or amended for up to ten additional years contingent upon available funding from the State.

6.3 Termination. Any Party may terminate its participation in this Agreement by providing the other Parties thirty (30) days' written notice.

6.4 That intergovernmental agreement on the same subject entered by the Parties in 2019 is hereby mutually terminated and replaced by this Agreement.

7. CANCELLATION FOR CONFLICT OF INTEREST

This Agreement is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511.

8. COMPLIANCE WITH ALL LAWS

Each Party shall comply with all federal, state, and local laws, rules, and regulations.

9. EXECUTION PROCEDURE

This Agreement will be executed in counterparts by the governing body of each Party.

10. NON-DISCRIMINATION

The Parties will not discriminate on the grounds of age, race, color, national origin, religion, sex, disability, familial status, genetic information, political affiliation or any other protected basis in the selection, treatment and retention of employees, subcontractors or in the procurement of materials and leases of equipment. The Parties also will not participate, either directly or indirectly, in any type of discrimination prohibited by any federal, state, or local law, including but not limited to Titles VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Genetic Information Nondiscrimination Act of 2008.

11. LEGAL ARIZONA WORKERS ACT COMPLIANCE

Parties are required to comply with A.R.S. § 41-4401, and hereby warrants that they will, at all times during the terms of this Agreement, comply with all federal immigration laws applicable to the employment of their respective employees, the requirements of A.R.S. § 41-4401, and with the e-verification requirements of A.R.S. § 23-214 (A) (together the “state and federal immigration laws”). Parties further agree to ensure that each subcontractor that performs any work under this Agreement likewise complies with the state and federal immigration laws.

A breach of a warranty regarding compliance with state and federal immigration laws shall be deemed a material breach of the Agreement and the Party who breaches may be subject to penalties up to and including termination of this Agreement.

Each Party retains the legal right to inspect the papers of any contractor or subcontractor employee working under the terms of the Agreement to ensure that the other Party is complying with the warranties regarding compliance with the state and federal immigration laws.

12. NON-APPROPRIATION

This Agreement shall be subject to available funding for each Party, and nothing in this Agreement shall bind any Party to expenditures in excess of funds appropriated and allotted for the purposes outlined in this Agreement.

13. NO THIRD PARTY BENEFICIARIES

The Parties acknowledge and agree that the terms, provisions, conditions, and obligations of this Agreement are for the sole benefit of, may be enforceable solely by, the Parties, and none of the terms, provisions, conditions, and obligations of this Agreement are for the benefit of, or may be enforced by, any person or entity not a Party of this Agreement.

14. SEVERABILITY

If any provision or portion of this Agreement is rendered or declared invalid, illegal, or unenforceable such provision or portion shall be severed from this Agreement and shall have no effect of the remaining provisions, which shall remain in full force and effect.

15. SIGNATURES

Each Party represents and warrants that all necessary approvals for this Agreement have been obtained, and the persons whose signatures appear below have the authority necessary to execute this Agreement on behalf of the Parties indicated.

IN WITNESS WHEREOF, the Parties have signed this Agreement on the dates set forth below. This Agreement shall be effective as of the date first above written and upon being fully executed.

LAKE HAVASU CITY, a municipal corporation of
the State of Arizona

Date Signed By _____
Cal Sheehy, Mayor

APPROVED AS TO FORM AND IN COMPLIANCE WITH A.R.S. § 11-952:

LAKE HAVASU CITY ATTORNEY

Date Signed By _____
Kelly Garry, City Attorney

CITY OF KINGMAN, a municipal corporation of the
State of Arizona

Date Signed By _____
Ken Watkins, Mayor

APPROVED AS TO FORM AND IN COMPLIANCE WITH A.R.S. § 11-952:

CITY OF KINGMAN CITY ATTORNEY

Date Signed By _____
Carl W. Cooper, City Attorney

CITY OF BULLHEAD CITY, a municipal
corporation of the State of Arizona

Date Signed By _____
Steve D'Amico, Mayor

APPROVED AS TO FORM AND IN COMPLIANCE WITH A.R.S. § 11-952:

CITY OF BULLHEAD CITY ATTORNEY

Date Signed By _____
Garnet K. Emery, City Attorney

MOHAVE COUNTY SHERIFF, an elected official
of Mohave County in the State of Arizona

Date Signed By _____
Doug Schuster, Sheriff

APPROVED AS TO FORM AND IN COMPLIANCE WITH A.R.S. § 11-952:

MOHAVE COUNTY SHERIFFS ATTORNEY

Date Signed By _____
Mohave County Sheriffs Attorney

COUNTY ATTORNEY, an elected official of
Mohave County in the State of Arizona

Date Signed By _____
Matthew J. Smith, Mohave County Attorney

TOWN OF COLORADO CITY, a municipal
corporation of the State of Arizona

Date Signed By _____
Howard Ream, Mayor

APPROVED AS TO FORM AND IN COMPLIANCE WITH A.R.S. § 11-952:

TOWN OF COLORADO CITY ATTORNEY

10/27/2023
Date Signed By _____
Brandon Kavanagh, Town Attorney
Mangum Wall Stamps + Warden PLLC

ATTESTATION OF CITY APPROVAL – LAKE HAVASU CITY

I, Kelly Williams, Clerk of Lake Havasu City, Arizona, hereby certify that the City Council of Lake Havasu City, Arizona, on the _____ day of _____, 2021, approved on behalf of Lake Havasu City, an Arizona municipal corporation, for the purposes stated, the foregoing Agreement.

Kelly Williams, Clerk

ATTESTATION OF CITY APPROVAL - KINGMAN

I, Annie Meredith, Clerk of Kingman, Arizona, hereby certify that the City Council of Kingman, Arizona, on the _____ day of _____, 2021, approved on behalf of City of Kingman, an Arizona municipal corporation, for the purposes stated, the foregoing Agreement.

Annie Meredith, Clerk

ATTESTATION OF CITY APPROVAL – CITY OF BULLHEAD CITY

I, Susan Stein, Clerk of City of Bullhead City, Arizona, hereby certify that the City Council of Bullhead City, Arizona, on the _____ day of _____, 2021, approved on behalf of City of Bullhead City, an Arizona municipal corporation, for the purposes stated, the foregoing Agreement.

Susan Stein, Clerk

ATTESTATION OF BOARD OF SUPERVISORS APPROVAL – MOHAVE COUNTY

I, Ginny Anderson, Clerk of the Board of Supervisors of Mohave County, Arizona, hereby certify that the Board of Supervisors of Mohave County, Arizona, on the _____ day of __, 2021, approved on behalf of Mohave County, an Arizona Political Entity, for the purposes stated, the foregoing Agreement.

Ginny Anderson, Clerk, Board of Supervisors for Mohave County, Arizona

ATTESTATION OF CITY APPROVAL – TOWN OF COLORADO CITY

I, Rosie White, Clerk of the Town of Colorado City, Arizona, hereby certify that the Town Council of Colorado City, Arizona, on the _____ day of __, 2021, approved on behalf of Town of Colorado City, an Arizona municipal corporation, for the purposes stated, the foregoing Agreement.

Shirley Zitting, Clerk

TOWN OF COLORADO CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAXES</u>					
10-31-100	STATE SALES TAX	36,649.56	162,332.36	379,358.00	217,025.64	42.8
10-31-200	LOCAL SALES TAX	114,651.36	741,614.72	2,000,000.00	1,258,385.28	37.1
10-31-300	VEHICLE LICENSES TAXES	18,622.05	88,452.18	222,193.00	133,740.82	39.8
	TOTAL TAXES	169,922.97	992,399.26	2,601,551.00	1,609,151.74	38.2
	<u>LICENSES AND PERMITS</u>					
10-32-100	BUSINESS LICENSES	385.00	517.00	3,000.00	2,483.00	17.2
10-32-200	BUILDING PERMITS	1,577.50	37,482.79	150,000.00	112,517.21	25.0
10-32-300	DOG LICENSES	50.00	320.00	800.00	480.00	40.0
10-32-400	STR PERMITS	.00	.00	3,000.00	3,000.00	.0
	TOTAL LICENSES AND PERMITS	2,012.50	38,319.79	156,800.00	118,480.21	24.4
	<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-400	URS (VOTER APPROVED LOCAL REV	56,310.70	281,553.50	675,779.00	394,225.50	41.7
10-33-500	HILDALE POLICE IGA	68,677.66	217,639.41	412,066.00	194,426.59	52.8
10-33-550	HILDALE DISPATCH IGA	9,514.00	74,332.00	114,171.00	39,839.00	65.1
10-33-555	SCHOOL DISTRICT IGA	.00	.00	5,000.00	5,000.00	.0
10-33-700	FIRE DISTRICT IGA	39,741.00	53,064.00	158,969.00	105,905.00	33.4
	TOTAL INTERGOVERNMENTAL REVENUE	174,243.36	626,588.91	1,365,985.00	739,396.09	45.9
	<u>CHARGES FOR SERVICES</u>					
10-34-100	CHARGES FOR SERVICES	8,731.31	39,426.51	60,000.00	20,573.49	65.7
10-34-200	LEASE REVENUE	1,950.00	20,272.99	65,000.00	44,727.01	31.2
	TOTAL CHARGES FOR SERVICES	10,681.31	59,699.50	125,000.00	65,300.50	47.8
	<u>FINES AND FORFEITURES</u>					
10-35-100	FINES AND FORFEITURES	3,893.74	16,910.58	30,000.00	13,089.42	56.4
10-35-200	LOCAL COURT ENHANCEMENT FUND	174.04	1,203.47	2,000.00	796.53	60.2
	TOTAL FINES AND FORFEITURES	4,067.78	18,114.05	32,000.00	13,885.95	56.6

TOWN OF COLORADO CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>SUNDRY REVENUES</u>					
10-38-100	INTEREST	.00	25,744.35	35,000.00	9,255.65	73.6
10-38-400	INSURANCE FROM ISF	3,372.73	21,978.49	64,000.00	42,021.51	34.3
10-38-450	RMF FROM ENTERPRISE FUNDS	807.77	5,356.49	21,425.00	16,068.51	25.0
10-38-455	TUITION REIMBURSEMENT FUND	323.11	2,933.19	.00	(2,933.19)	.0
10-38-600	COIRC FROM ENTERPRISE FUNDS	.00	17,556.62	29,788.00	12,231.38	58.9
10-38-900	MISCELLANEOUS	916.84	3,355.39	50,000.00	46,644.61	6.7
	<u>TOTAL SUNDRY REVENUES</u>	<u>5,420.45</u>	<u>76,924.53</u>	<u>200,213.00</u>	<u>123,288.47</u>	<u>38.4</u>
	<u>CONTRIBUTIONS AND TRANSFERS</u>					
10-39-100	CONTRIBUTIONS	.00	350.00	5,000.00	4,650.00	7.0
	<u>TOTAL CONTRIBUTIONS AND TRANSFERS</u>	<u>.00</u>	<u>350.00</u>	<u>5,000.00</u>	<u>4,650.00</u>	<u>7.0</u>
	<u>TOTAL FUND REVENUE</u>	<u>366,348.37</u>	<u>1,812,396.04</u>	<u>4,486,549.00</u>	<u>2,674,152.96</u>	<u>40.4</u>

TOWN OF COLORADO CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATIVE</u>					
10-43-110 SALARIES AND WAGES	29,847.29	160,351.65	403,439.00	243,087.35	39.8
10-43-130 EMPLOYEE BENEFITS	7,284.63	34,887.37	100,179.00	65,291.63	34.8
10-43-210 LEGAL	1,868.00	6,026.00	25,000.00	18,974.00	24.1
10-43-215 PROFESSIONAL SERVICES	7,498.29	60,885.76	70,000.00	9,114.24	87.0
10-43-240 SUPPLIES	1,985.74	11,295.33	16,007.00	4,711.67	70.6
10-43-310 LICENSES AND MISC FEES	4,015.33	23,978.07	50,000.00	26,021.93	48.0
10-43-330 PRINTING AND POSTAGE	.00	4,675.92	5,000.00	324.08	93.5
10-43-350 INSURANCE	28,449.00	90,604.30	90,000.00	(604.30)	100.7
10-43-355 RISK MANAGEMENT FUND	1,275.75	7,402.42	15,309.00	7,906.58	48.4
10-43-360 TUITION REIMBURSEMENT FUND	516.67	1,550.01	6,200.00	4,649.99	25.0
10-43-400 TRAVEL AND TRAINING	1,109.52	12,704.44	30,000.00	17,295.56	42.4
10-43-450 INTEREST COSTS	.00	.00	200.00	200.00	.0
10-43-480 USE TAXES	440.63	2,620.81	7,000.00	4,379.19	37.4
10-43-500 VEHICLE/EQUIP RENTAL & LEASE	.00	.00	12,500.00	12,500.00	.0
10-43-520 FUEL AND OIL	418.07	3,125.16	6,000.00	2,874.84	52.1
10-43-530 UTILITIES	1,658.31	8,126.76	27,147.00	19,020.24	29.9
10-43-550 TELEPHONE	1,073.15	6,581.10	15,000.00	8,418.90	43.9
10-43-570 COMMUNITY ENGAGEMENT	437.10	1,561.51	30,000.00	28,438.49	5.2
10-43-600 EQUIPMENT REPAIR AND MAINT	193.22	5,776.34	8,000.00	2,223.66	72.2
10-43-640 BUILDING & GROUNDS MAINTENANCE	2,469.46	17,760.03	10,000.00	(7,760.03)	177.6
10-43-740 EQUIPMENT PURCHASES	503.43	14,643.01	10,000.00	(4,643.01)	146.4
TOTAL ADMINISTRATIVE	91,043.59	474,555.99	936,981.00	462,425.01	50.7
<u>BUILDING DEPARTMENT</u>					
10-51-110 SALARIES AND WAGES	5,794.35	28,330.54	105,115.00	76,784.46	27.0
10-51-130 EMPLOYEE BENEFITS	1,366.49	6,426.15	25,726.00	19,299.85	25.0
10-51-215 PROFESSIONAL SERVICES	(6,570.20)	986.80	15,000.00	14,013.20	6.6
10-51-240 SUPPLIES	.00	3,005.50	500.00	(2,505.50)	601.1
10-51-310 LICENSES & MISC. FEES	.00	3,530.29	2,500.00	(1,030.29)	141.2
10-51-330 PRINTING AND POSTAGE	.00	372.91	800.00	427.09	46.6
10-51-400 TRAVEL AND TRAINING	172.50	7,313.77	6,000.00	(1,313.77)	121.9
10-51-520 FUEL AND OIL	111.43	373.35	1,000.00	626.65	37.3
10-51-540 TOOLS AND SMALL EQUIPMENT	.00	460.14	250.00	(210.14)	184.1
10-51-550 TELEPHONE	.00	213.53	1,500.00	1,286.47	14.2
10-51-600 EQUIPMENT REPAIR AND MAINT	.00	876.75	2,000.00	1,123.25	43.8
10-51-740 EQUIPMENT PURCHASES	.00	.00	6,000.00	6,000.00	.0
10-51-800 TRANSFERS TO DEBT SERVICE	.00	9,132.08	9,132.00	(.08)	100.0
TOTAL BUILDING DEPARTMENT	874.57	61,021.81	175,523.00	114,501.19	34.8

TOWN OF COLORADO CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LAW ENFORCEMENT</u>					
10-54-110 SALARIES AND WAGES	70,266.62	381,142.07	833,868.00	452,725.93	45.7
10-54-130 EMPLOYEE BENEFITS	17,776.93	93,348.00	236,180.00	142,832.00	39.5
10-54-215 PROFESSIONAL SERVICES	4,211.41	14,032.58	10,000.00	(4,032.58)	140.3
10-54-230 K-9	.00	1,050.73	5,000.00	3,949.27	21.0
10-54-240 SUPPLIES	271.58	4,159.85	12,000.00	7,840.15	34.7
10-54-250 UNIFORMS AND ACCESSORIES	.00	3,692.82	9,000.00	5,307.18	41.0
10-54-330 PRINTING AND POSTAGE	.00	347.32	600.00	252.68	57.9
10-54-400 TRAVEL AND TRAINING	496.80	11,373.72	20,000.00	8,626.28	56.9
10-54-510 ANIMAL CONTROL	28.23	1,137.56	1,500.00	362.44	75.8
10-54-520 FUEL AND OIL	3,149.22	18,812.63	41,500.00	22,687.37	45.3
10-54-530 UTILITIES	155.50	5,945.29	20,000.00	14,054.71	29.7
10-54-550 TELEPHONE	2,279.70	3,309.52	7,500.00	4,190.48	44.1
10-54-600 EQUIPMENT REPAIR AND MAINT	5,053.33	27,364.69	15,000.00	(12,364.69)	182.4
10-54-640 BUILDING & GROUNDS MAINTENANCE	970.00	14,531.90	5,000.00	(9,531.90)	290.6
10-54-740 EQUIPMENT PURCHASES	.00	22,638.73	15,000.00	(7,638.73)	150.9
10-54-800 TRANSFERS TO DEBT SERVICE	.00	77,076.55	97,097.00	20,020.45	79.4
TOTAL LAW ENFORCEMENT	104,659.32	679,963.96	1,329,245.00	649,281.04	51.2
<u>MAGISTRATE COURT</u>					
10-55-110 SALARIES AND WAGES	1,482.94	8,084.97	19,270.00	11,185.03	42.0
10-55-130 EMPLOYEE BENEFITS	117.22	639.09	3,006.00	2,366.91	21.3
10-55-210 LEGAL	14,769.35	33,239.42	35,000.00	1,760.58	95.0
10-55-215 PROFESSIONAL SERVICES	.00	.00	500.00	500.00	.0
10-55-240 SUPPLIES	.00	.00	300.00	300.00	.0
10-55-420 JAIL AND INDIGENT COUNCIL	1,185.00	10,485.09	15,000.00	4,514.91	69.9
10-55-490 CONSOLIDATED COURT IGA	.00	.00	70,000.00	70,000.00	.0
10-55-740 COURT ENHANCEMENT PROJECT	.00	.00	28,690.00	28,690.00	.0
TOTAL MAGISTRATE COURT	17,554.51	52,448.57	171,766.00	119,317.43	30.5

TOWN OF COLORADO CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DISPATCH</u>						
10-57-110	SALARIES AND WAGES	25,286.56	150,850.73	379,929.00	229,078.27	39.7
10-57-130	EMPLOYEE BENEFITS	5,471.12	24,715.41	94,446.00	69,730.59	26.2
10-57-210	LEGAL	.00	1,086.50	.00	(1,086.50)	.0
10-57-215	PROFESSIONAL SERVICES	3,065.72	19,316.26	15,000.00	(4,316.26)	128.8
10-57-240	SUPPLIES	.00	599.58	2,720.00	2,120.42	22.0
10-57-250	UNIFORMS AND ACCESSORIES	.00	544.21	2,000.00	1,455.79	27.2
10-57-330	PRINTING AND POSTAGE	.00	66.00	300.00	234.00	22.0
10-57-400	TRAVEL AND TRAINING	1,748.05	8,634.53	6,000.00	(2,634.53)	143.9
10-57-550	TELEPHONE	115.63	1,019.66	3,500.00	2,480.34	29.1
10-57-570	GIS/MAPPING PROGRAM	.00	.00	2,500.00	2,500.00	.0
10-57-580	CAD PROGRAM	.00	.00	6,000.00	6,000.00	.0
10-57-600	EQUIPMENT REPAIR AND MAINT	.00	1,307.99	7,500.00	6,192.01	17.4
10-57-740	EQUIPMENT PURCHASES	2,365.37	2,803.98	10,000.00	7,196.02	28.0
TOTAL DISPATCH		38,052.45	210,944.85	529,895.00	318,950.15	39.8
<u>PARKS AND RECREATION</u>						
10-70-110	SALARIES AND WAGES	5,493.03	24,773.13	52,640.00	27,866.87	47.1
10-70-130	EMPLOYEE BENEFITS	1,414.67	6,599.21	18,394.00	11,794.79	35.9
10-70-215	PROFESSIONAL SERVICES	.00	118.60	500.00	381.40	23.7
10-70-240	SUPPLIES	233.98	1,089.48	2,579.00	1,489.52	42.2
10-70-400	TRAVEL AND TRAINING	155.25	565.25	1,500.00	934.75	37.7
10-70-500	EQUIPMENT RENTAL AND LEASE	.00	.00	500.00	500.00	.0
10-70-520	FUEL AND OIL	256.54	2,752.37	2,000.00	(752.37)	137.6
10-70-530	UTILITIES	696.47	5,098.46	15,000.00	9,901.54	34.0
10-70-540	TOOLS AND SMALL EQUIPMENT	113.50	1,940.93	2,000.00	59.07	97.1
10-70-600	EQUIPMENT REPAIR AND MAINT	.00	2,216.07	3,000.00	783.93	73.9
10-70-640	BUILDING & GROUNDS MAINTENANCE	.00	217.54	10,000.00	9,782.46	2.2
10-70-740	EQUIPMENT PURCHASES	.00	.00	5,000.00	5,000.00	.0
10-70-750	CAPITAL IMPROVEMENTS	.00	.00	10,000.00	10,000.00	.0
TOTAL PARKS AND RECREATION		8,363.44	45,371.04	123,113.00	77,741.96	36.9

TOWN OF COLORADO CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
10-72-110 SALARIES AND WAGES	750.00	3,300.00	10,238.00	6,938.00	32.2
10-72-130 EMPLOYEE BENEFITS	107.21	458.76	647.00	188.24	70.9
10-72-200 AIRPORT MANAGER CONTRACT	4,800.00	24,000.00	57,600.00	33,600.00	41.7
10-72-240 SUPPLIES	55.87	690.17	2,500.00	1,809.83	27.6
10-72-250 PROFESSIONAL\ENGINEERING	.00	.00	5,000.00	5,000.00	.0
10-72-310 LICENSES & MISC FEES	.00	.00	5,500.00	5,500.00	.0
10-72-350 INSURANCE	.00	.00	3,700.00	3,700.00	.0
10-72-400 TRAVEL AND TRAINING	1,457.31	2,032.31	5,000.00	2,967.69	40.7
10-72-520 FUEL AND OIL	.00	1,354.14	1,800.00	445.86	75.2
10-72-530 UTILITIES	1,525.96	5,760.63	12,000.00	6,239.37	48.0
10-72-550 TELEPHONE	43.11	171.14	750.00	578.86	22.8
10-72-600 EQUIPMENT REPAIR & MAINTENANCE	.00	265.31	5,000.00	4,734.69	5.3
10-72-640 BUILDING & GROUNDS MAINTENANCE	.00	1,876.97	5,000.00	3,123.03	37.5
10-72-740 EQUIPMENT PURCHASES	12,886.69	13,007.67	5,000.00	(8,007.67)	260.2
10-72-750 CAPITAL IMPROVEMENTS	.00	.00	30,000.00	30,000.00	.0
TOTAL AIRPORT	21,626.15	52,917.10	149,735.00	96,817.90	35.3
<u>COMMUNITY DEVELOPMENT</u>					
10-78-210 ECONOMIC DEVELOPMENT	.00	.00	1,000.00	1,000.00	.0
10-78-300 INDUSTRIAL PARK IMPROVEMENTS	.00	.00	30,000.00	30,000.00	.0
10-78-490 CAPITAL IMPROVEMENT PROJECTS	92,310.00	211,766.66	745,000.00	533,233.34	28.4
10-78-710 CONTINGENCIES	.00	91,558.78	100,000.00	8,441.22	91.6
10-78-720 COURT OVERSIGHT CONTINGENCY	14,405.67	37,232.50	78,160.00	40,927.50	47.6
10-78-730 RISK MANAGEMENT CONTINGENCY	.00	.00	100,000.00	100,000.00	.0
TOTAL COMMUNITY DEVELOPMENT	106,715.67	340,557.94	1,054,160.00	713,602.06	32.3
TOTAL FUND EXPENDITURES	388,889.70	1,917,781.26	4,470,418.00	2,552,636.74	42.9
NET REVENUE OVER EXPENDITURES	(22,541.33)	(105,385.22)	16,131.00	121,516.22	(653.3)

TOWN OF COLORADO CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

HIGHWAY USERS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INTERGOVERNMENTAL REVENUE</u>					
20-33-400	HIGHWAY USER REVENUE FUND	21,621.61	119,341.29	292,605.00	173,263.71	40.8
20-33-500	SPECIAL PROJECTS	.00	.00	60,000.00	60,000.00	.0
	TOTAL INTERGOVERNMENTAL REVENUE	21,621.61	119,341.29	352,605.00	233,263.71	33.9
	TOTAL FUND REVENUE	21,621.61	119,341.29	352,605.00	233,263.71	33.9

TOWN OF COLORADO CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

HIGHWAY USERS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS & ROADS EXPENDITURES</u>					
20-60-110 SALARIES AND WAGES	25,788.67	121,522.71	293,714.00	172,191.29	41.4
20-60-130 EMPLOYEE BENEFITS	7,489.61	34,580.03	102,546.00	67,965.97	33.7
20-60-240 SUPPLIES	1,945.73	19,606.81	17,682.00	(1,924.81)	110.9
20-60-250 PROFESSIONAL\ENGINEERING	583.14	3,066.33	5,000.00	1,933.67	61.3
20-60-280 ROAD MATERIALS/PAVING	14,775.30	28,259.81	67,600.00	39,340.19	41.8
20-60-310 LICENSES AND MISC FEES	.00	390.55	10,000.00	9,609.45	3.9
20-60-330 PRINTING AND POSTAGE	.00	42.60	.00	(42.60)	.0
20-60-400 TRAVEL AND TRAINING	1,128.14	4,307.89	7,000.00	2,692.11	61.5
20-60-500 EQUIPMENT RENTAL & LEASE	.00	.00	2,000.00	2,000.00	.0
20-60-520 FUEL AND OIL	6,713.90	34,700.01	60,000.00	25,299.99	57.8
20-60-530 UTILITIES	1,314.59	7,428.68	36,000.00	28,571.32	20.6
20-60-535 STREET LIGHTS	1,379.62	3,449.05	7,500.00	4,050.95	46.0
20-60-540 TOOLS AND SMALL EQUIPMENT	431.69	8,041.81	5,000.00	(3,041.81)	160.8
20-60-550 TELEPHONE	39.51	477.03	1,600.00	1,122.97	29.8
20-60-600 EQUIPMENT REPAIR AND MAINT	7,046.27	54,823.78	55,000.00	176.22	99.7
20-60-640 BUILDING & GROUNDS MAINTENANCE	1,338.08	6,056.58	5,000.00	(1,056.58)	121.1
20-60-740 EQUIPMENT PURCHASES	.00	61,709.76	25,000.00	(36,709.76)	246.8
20-60-745 SPECIAL PROJECTS	.00	.00	60,000.00	60,000.00	.0
20-60-800 TRANSFERS TO DEBT SERVICE	.00	102,988.03	115,581.00	12,592.97	89.1
TOTAL STREETS & ROADS EXPENDITURES	69,974.25	491,451.46	876,223.00	384,771.54	56.1
TOTAL FUND EXPENDITURES	69,974.25	491,451.46	876,223.00	384,771.54	56.1
NET REVENUE OVER EXPENDITURES	(48,352.64)	(372,110.17)	(523,618.00)	(151,507.83)	(71.1)

Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
10-21350 TPT TAXES PAYABLE							
218	AZ DEPT OF REVENUE/US	OCTOBER 202	SALES & TPT	11/17/2023	2,965.94	2,965.94	11/17/2023
10-21400 AZ STATE COURT PAYABLE							
232	AZ STATE TREASURER/COURT	OCTOBER 202	1 FINES REMITTANCE/5832	11/15/2023	3,093.56	3,093.56	11/16/2023
10-21450 FINE SURCHARGE PAYABLE							
880	MOHAVE COUNTY TREASURER	OCTOBER 202	COURT SERVICES	11/15/2023	14.87	14.87	11/16/2023
10-21455 REFUNDABLE DEPOSITS PAYABLE							
2114	Competitive Excavation Inc	2022 BOND	2022 Bond Refund	12/01/2023	2,000.00	2,000.00	12/06/2023
10-22500 HEALTH INSURANCE PAYABLE							
1739	ALLIED BENEFIT SYSTEMS INC	00008258400	INSURANCE PREMIUM	11/16/2023	23,486.36	23,486.36	11/16/2023
1186	GUARDIAN LIFE INSURANCE C	NOVEMBER 2	Life, Dental, and Vision Insurance	11/16/2023	4,861.48	4,861.48	11/16/2023
Total :					36,422.21	36,422.21	
ADMINISTRATIVE							
10-43-210 LEGAL							
840	MANGUM, WALL STOOPS & WA	209	COURT	11/28/2023	1,313.00	1,313.00	12/04/2023
10-43-215 Professional Services							
120	ADVANCED NETWORK CONSUL	2701	ADMIN	11/01/2023	1,545.57	1,545.57	11/16/2023
120	ADVANCED NETWORK CONSUL	2709	ADMIN	11/14/2023	769.50	769.50	11/16/2023
120	ADVANCED NETWORK CONSUL	2710	ADMIN	11/14/2023	1,197.11	1,197.11	11/16/2023
120	ADVANCED NETWORK CONSUL	2711	ADMIN	11/27/2023	1,206.18	1,206.18	11/30/2023
120	ADVANCED NETWORK CONSUL	2712	ADMIN	11/27/2023	529.93	529.93	11/30/2023
120	ADVANCED NETWORK CONSUL	2713	ADMIN	12/04/2023	1,095.19	1,095.19	12/06/2023
666	HINTON BURDICK	294705	Billing for 2022, 2023 audit	11/01/2023	2,250.00	2,250.00	11/21/2023
10-43-240 SUPPLIES							
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Office Kitchen Supplies	11/27/2023	11.32	11.32	11/27/2023
1004	PURE PH8, INC.	100026	WATER DELIVERY SERVICE TO	11/22/2023	12.72	12.72	11/30/2023
1004	PURE PH8, INC.	100057	WATER DELIVERY SERVICE TO	11/29/2023	12.71	12.71	12/04/2023
1004	PURE PH8, INC.	99916	WATER DELIVERY SERVICE TO	11/08/2023	19.07	19.07	11/14/2023
1004	PURE PH8, INC.	99945	WATER DELIVERY SERVICE TO	11/15/2023	12.71	12.71	11/16/2023
1012	QUILL CORPORATION	35416666	Vacuum	11/01/2023	111.72	111.72	11/16/2023
1012	QUILL CORPORATION	35434547	Kitchen Supplies	11/01/2023	6.40	6.40	11/16/2023
1012	QUILL CORPORATION	35464723	Office Chairs	11/02/2023	561.39	561.39	11/16/2023
1012	QUILL CORPORATION	35485873	Floor mats and toner	11/02/2023	516.79	516.79	11/16/2023
1012	QUILL CORPORATION	35532969	Laser Printer	11/06/2023	447.94	447.94	11/16/2023
1761	VIOLET DOCKSTADER	855760	SUPPLIES	12/01/2023	19.50	19.50	12/06/2023
10-43-310 LICENSES AND MISC FEES							
1712	BASIC AMERICAN SUPPLY	573270	Service Charge	11/01/2023	5.00	5.00	12/04/2023
390	CASELLE, INC.	128813	SOFTWARE FOR ELECTRONIC	11/13/2023	1,000.00	1,000.00	11/16/2023
390	CASELLE, INC.	128963	SUPPORT CHARGES	12/01/2023	687.00	687.00	12/06/2023
2039	DOMAIN LISTINGS	YEAR 2024	Website Listing Service	11/14/2023	288.00	288.00	11/16/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Amazon Prime Sub	11/27/2023	32.57	32.57	11/27/2023
10-43-480 USE TAXES							
218	AZ DEPT OF REVENUE/US	OCTOBER 202	USE TAX REPORT	11/17/2023	440.63	440.63	11/17/2023
10-43-530 UTILITIES							
626	GARKANE ENERGY	11/28-1754000	Office Electricity	11/22/2023	369.79	369.79	11/30/2023
626	GARKANE ENERGY	1732300	Office Electricity	11/15/2023	881.81	881.81	11/21/2023
660	HILDALE CITY	11/8-3324001	UTILITY SERVICE - OFFICE	11/08/2023	406.71	406.71	11/14/2023
10-43-550 TELEPHONE							
1732	HI-SPEED.US, LLC	5345-2023120	INTERNET SERVICES	12/01/2023	139.00	139.00	12/04/2023
1112	SOUTH CENTRAL COMMUNICA	1122122	TELEPHONE	12/06/2023	526.92	526.92	12/06/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1112	SOUTH CENTRAL COMMUNICA	1122122	TELEPHONE	12/06/2023	299.95	299.95	12/06/2023
1112	SOUTH CENTRAL COMMUNICA	1122122	TELEPHONE	12/06/2023	46.92	46.92	12/06/2023
1112	SOUTH CENTRAL COMMUNICA	1122122	TELEPHONE	12/06/2023	38.49	38.49	12/06/2023
1445	VERIZON WIRELESS	9949841801	ADMIN	12/01/2023	240.40	240.40	12/06/2023
10-43-570 COMMUNITY ENGAGEMENT							
2056	ARIZONA STRIP LANDFILL COR	14450	Fall Clean Up	11/06/2023	437.10	437.10	11/14/2023
10-43-600 EQUIPMENT REPAIR AND MAINT							
974	CARQUEST OF HILDALE	15048-149171	Batteries	11/30/2023	7.85	7.85	12/04/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Quick Quack Car Wash	11/27/2023	35.99	35.99	11/27/2023
1716	STEPHEN WADE AUTO CENTE	5561619	Motor Mount Silver Suburban	11/01/2023	149.38	149.38	11/09/2023
10-43-640 BUILDING & GROUNDS MAINTENANCE							
1704	AA SERVICES & SUPPLY, INC.	2554	Convert furnace from propane to	11/27/2023	2,050.46	2,050.46	11/30/2023
1712	BASIC AMERICAN SUPPLY	580392	Town Office Supplies	12/04/2023	232.31	232.31	12/04/2023
1712	BASIC AMERICAN SUPPLY	580401	Town Office Supplies	12/04/2023	39.35	39.35	12/04/2023
2054	iB Woodworks, LLC	MCNEVMJF81	Fix Town Clerk Office Door	12/03/2023	330.00	330.00	12/04/2023
1885	RESCUE ME PEST CONTROL	2926	BUILDING MAINTENANCE	11/30/2023	100.00	100.00	12/04/2023
Total ADMINISTRATIVE:					20,424.38	20,424.38	
BUILDING DEPARTMENT							
10-51-215 Professional Services							
796	KINGMAN DAILY MINER	554017	PUBLIC HEARING	11/01/2023	147.30	147.30	11/09/2023
1172	SUNRISE ENGINEERING, INC.	0138379	On call services for Short Creek a	11/08/2023	977.50	977.50	11/30/2023
10-51-550 TELEPHONE							
1445	VERIZON WIRELESS	9949841801	BUILDING	12/01/2023	53.46	53.46	12/06/2023
Total BUILDING DEPARTMENT:					1,178.26	1,178.26	
LAW ENFORCEMENT							
10-54-215 Professional Services							
120	ADVANCED NETWORK CONSUL	2701	POLICE	11/01/2023	515.19	515.19	11/16/2023
120	ADVANCED NETWORK CONSUL	2709	POLICE	11/14/2023	256.50	256.50	11/16/2023
120	ADVANCED NETWORK CONSUL	2710	POLICE	11/14/2023	399.04	399.04	11/16/2023
120	ADVANCED NETWORK CONSUL	2711	POLICE	11/27/2023	402.06	402.06	11/30/2023
120	ADVANCED NETWORK CONSUL	2712	POLICE	11/27/2023	176.64	176.64	11/30/2023
120	ADVANCED NETWORK CONSUL	2713	POLICE	12/04/2023	365.06	365.06	12/06/2023
2109	CITY OF LIMA, OHIO	2023 KEVIN L	Contract Buyout Kevin Lane	11/01/2023	2,166.63	2,166.63	11/09/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	ADOBE CREATIVE CLOUD	11/27/2023	282.32	282.32	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Google Suites Charge	11/27/2023	13.03	13.03	11/27/2023
1881	WASHINGTON COUNTY ATTN:C	CHILD FIS 99	Child Forensic Interviewer Service	11/30/2023	23.00	23.00	12/06/2023
10-54-240 SUPPLIES							
1779	BLACK TIE PRESS	1268	Citation Booklet	11/28/2023	271.58	271.58	12/04/2023
10-54-400 TRAVEL AND TRAINING							
2017	HARDY, JENNIFER	2023 ULEAP C	ULEAP Conference	11/01/2023	144.90	144.90	11/09/2023
2023	MORTON, ASHLEY N.	2023 ULEAP C	ULEAP Conference	11/01/2023	144.90	144.90	11/09/2023
1848	WILKINSON, DAVID P.	2023 SAA TRA	TRAVEL/TRAINING	11/13/2023	207.00	207.00	11/30/2023
10-54-510 ANIMAL CONTROL							
1712	BASIC AMERICAN SUPPLY	579134	Tie Downs for Animal Control	11/28/2023	28.23	28.23	11/30/2023
10-54-520 FUEL AND OIL							
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Fuel For Officer Villarreals Vehicle	11/27/2023	86.82	86.82	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Citizens Assist Fuel	11/27/2023	33.06	33.06	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Fuel for Seargant Wilkinsons Vehi	11/27/2023	45.62	45.62	11/27/2023
10-54-530 UTILITIES							
660	HILDALE CITY	11/8-3116100	UTILITY SERVICE - POLICE	11/08/2023	101.50	101.50	11/14/2023
660	HILDALE CITY	11/8-3841201	UTILITY SERVICE - ANIMAL IMP	11/08/2023	54.00	54.00	11/14/2023
10-54-550 TELEPHONE							
2040	AT&T MOBILITY	287306783077	TELEPHONE	11/01/2023	1,088.41	1,088.41	11/09/2023
2040	AT&T MOBILITY	287306783077	TELEPHONE	12/01/2023	1,089.10	1,089.10	12/06/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2040	AT&T MOBILITY	MISSING OCT	TELEPHONE	11/01/2023	1,082.48	1,082.48	11/09/2023
1112	SOUTH CENTRAL COMMUNICA	1122122	TELEPHONE	12/06/2023	51.64	51.64	12/06/2023
10-54-600 EQUIPMENT REPAIR AND MAINT							
974	CARQUEST OF HILDALE	15048-147548	OIL CHANGE SUPPLIES for PD 1	11/08/2023	83.30	83.30	11/30/2023
974	CARQUEST OF HILDALE	15048-148253	OIL CHANGE SUPPLIES for PD 1	11/17/2023	84.20	84.20	11/30/2023
974	CARQUEST OF HILDALE	15048-149129	Throttle Body Gasket Return	11/29/2023	17.43-	17.43-	12/04/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	TIRES FOR Chevy Tahoe	11/27/2023	856.44	856.44	11/27/2023
1554	EMERGENCY VEHICLE SYSTE	4614	Work on Rachels, Animal Control,	11/02/2023	992.00	992.00	11/09/2023
1554	EMERGENCY VEHICLE SYSTE	4615	Equipment for Black F 150	11/06/2023	1,662.00	1,662.00	11/09/2023
1716	STEPHEN WADE AUTO CENTE	55622386	OIL CHANGE 1120	11/01/2023	74.29	74.29	11/16/2023
1716	STEPHEN WADE AUTO CENTE	5562239	OIL CHANGE 1126	11/01/2023	54.11	54.11	11/16/2023
2108	Ticker Automotive	61727	Control Arm and Full Suspension	11/20/2023	420.02	420.02	11/27/2023
2108	Ticker Automotive	NOV 2023	CARWASH	12/01/2023	68.89	68.89	12/06/2023
10-54-640 BUILDING & GROUNDS MAINTENANCE							
1704	AA SERVICES & SUPPLY, INC.	2555	Convert furnace from propane to	11/27/2023	970.00	970.00	12/04/2023
Total LAW ENFORCEMENT:					14,276.53	14,276.53	
MAGISTRATE COURT							
10-55-210 LEGAL							
840	MANGUM, WALL STOOPS & WA	208	LEGAL	11/28/2023	5,719.50	5,719.50	12/04/2023
10-55-420 JAIL AND INDIGENT COUNCIL							
2111	THE GUIDANCE CENTER	072123	Assesment for Case CR20230004	11/01/2023	1,045.00	1,045.00	11/27/2023
1377	WASH. CO. SHERIFF'S OFFICE	OCTOBER 202	INMATE HOUSING	11/01/2023	140.00	140.00	11/16/2023
Total MAGISTRATE COURT:					6,904.50	6,904.50	
DISPATCH							
10-57-215 Professional Services							
120	ADVANCED NETWORK CONSUL	2701	DISPATCH	11/01/2023	858.65	858.65	11/16/2023
120	ADVANCED NETWORK CONSUL	2709	DISPATCH	11/14/2023	427.50	427.50	11/16/2023
120	ADVANCED NETWORK CONSUL	2710	DISPATCH	11/14/2023	665.06	665.06	11/16/2023
120	ADVANCED NETWORK CONSUL	2711	DISPATCH	11/27/2023	670.10	670.10	11/30/2023
120	ADVANCED NETWORK CONSUL	2712	DISPATCH	11/27/2023	294.41	294.41	11/30/2023
120	ADVANCED NETWORK CONSUL	2713	DISPATCH	12/04/2023	608.44	608.44	12/06/2023
2113	MELDRUM, SEDRIC	NOV2023 HEA	Hearing And Balance Test Reimbu	11/28/2023	150.00	150.00	11/28/2023
10-57-400 TRAVEL AND TRAINING							
1726	BARLOW, VIENNA	2023 SAA TRA	TRAVEL AND TRAINING	11/13/2023	207.00	207.00	11/30/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Apco Training	11/27/2023	156.40	156.40	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Hotel for Oct 2023 Dispatch Traini	11/27/2023	99.18	99.18	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Hotel for Oct 2023 Dispatch Traini	11/27/2023	108.79	108.79	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Fuel for Oct 2023 Dispatch Trainin	11/27/2023	47.50	47.50	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Mapping Book for Cartography Cl	11/27/2023	67.55	67.55	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Cartography Class	11/27/2023	875.00	875.00	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Map Book for Cartography class	11/27/2023	73.71	73.71	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Cartography book for Class	11/27/2023	112.92	112.92	11/27/2023
10-57-550 TELEPHONE							
1112	SOUTH CENTRAL COMMUNICA	1122122	TELEPHONE	12/06/2023	55.75	55.75	12/06/2023
1445	VERIZON WIRELESS	9949841801	DISPATCH	12/01/2023	80.19	80.19	12/06/2023
10-57-740 EQUIPMENT PURCHASES							
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	IT Equipment	11/27/2023	2,365.37	2,365.37	11/27/2023
Total DISPATCH:					7,923.52	7,923.52	
PARKS AND RECREATION							
10-70-110 SALARIES AND WAGES							
2112	WHITE, RICKY	REPLACING C	REPLACING PAYROLL CK 35301	11/01/2023	705.74	705.74	11/27/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-70-240 SUPPLIES							
710	INTERMOUNTAIN FARMERS AS	1020020349	Gopher traps and bait	11/24/2023	187.33	187.33	12/04/2023
10-70-530 UTILITIES							
626	GARKANE ENERGY	11/28-1748300	Lauritzen Park - Electricity	11/22/2023	119.11	119.11	11/30/2023
626	GARKANE ENERGY	1684300	Heritage Electricity	11/15/2023	93.26	93.26	11/21/2023
660	HILDALE CITY	11/8-3121001	UTILITY SERVICE - HERITAGE P	11/08/2023	200.79	200.79	11/14/2023
660	HILDALE CITY	11/8-3322001	UTILITY SERVICE - LTZN PK	11/08/2023	283.31	283.31	11/14/2023
10-70-540 TOOLS AND SMALL EQUIPMENT							
1712	BASIC AMERICAN SUPPLY	576654	IMPACT BITS AND MULTI BIT	11/16/2023	87.46	87.46	11/21/2023
1712	BASIC AMERICAN SUPPLY	576684	BOLTS AND PIN PUNCH FOR PA	11/16/2023	26.04	26.04	11/21/2023
Total PARKS AND RECREATION:					1,703.04	1,703.04	
AIRPORT							
10-72-200 AIRPORT MANAGER CONTRACT							
338	BISTLINE, LADELL SR.	DECEMBER 2	CONTRACT	11/30/2023	4,800.00	4,800.00	11/30/2023
10-72-240 SUPPLIES							
1004	PURE PH8, INC.	100026	WATER DELIVERY SERVICE AI	11/22/2023	12.71	12.71	11/30/2023
1292	WESTWING AVIATION	1571	BUILDING SUPPLIES	11/01/2023	15.05	15.05	12/04/2023
1292	WESTWING AVIATION	1571	Drinks for AAC Meeting	11/01/2023	21.68	21.68	12/04/2023
10-72-400 TRAVEL AND TRAINING							
338	BISTLINE, LADELL SR.	2023 AZAA CO	TRAVEL	12/01/2023	617.69	617.69	12/06/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Fuel for 2023 AZAA Fall Conf	11/27/2023	32.91	32.91	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Fuel for 2023 AZAA Fall Conf	11/27/2023	118.34	118.34	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Hotel for 2023 AZAA Fall Conf	11/27/2023	351.22	351.22	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Hotel for 2023 AZAA Fall Conf	11/27/2023	355.22	355.22	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Hotel for 2023 AZAA Fall Conf	11/27/2023	351.22	351.22	11/27/2023
10-72-530 UTILITIES							
626	GARKANE ENERGY	11/28-1717100	Airport Electricity	11/22/2023	1,293.28	1,293.28	11/30/2023
660	HILDALE CITY	11/8-3136001	UTILITY SERVICE - AIRPORT	11/08/2023	232.68	232.68	11/14/2023
10-72-550 TELEPHONE							
1112	SOUTH CENTRAL COMMUNICA	1122122	TELEPHONE	12/06/2023	43.11	43.11	12/06/2023
10-72-600 EQUIPMENT REPAIR & MAINTENANCE							
1481	LAERIE, INC.	10005123	INSTRUMENT CALABRATIONS	12/04/2023	679.50	679.50	12/04/2023
10-72-740 EQUIPMENT PURCHASES							
470	CRAFCO, INC.	9403081315	Polyflex Type 3 BBBQ61327	11/21/2023	3,650.38	3,650.38	12/04/2023
470	CRAFCO, INC.	9403081316	Machine Rental and Masic one le	11/21/2023	9,236.31	9,236.31	12/04/2023
Total AIRPORT:					21,811.30	21,811.30	
COMMUNITY DEVELOPMENT							
10-78-720 COURT OVERSIGHT CONTINGENCY							
1666	JIM KEITH	2023-11	PD CONSULTANT	11/30/2023	3,786.00	3,786.00	12/04/2023
Total COMMUNITY DEVELOPMENT:					3,786.00	3,786.00	
Total GENERAL FUND:					114,429.74	114,429.74	
HIGHWAY USERS FUND							
STREETS & ROADS EXPENDITURES							
20-60-110 SALARIES AND WAGES							
2112	WHITE, RICKY	REPLACING C	REPLACING PAYROLL CK 35301	11/01/2023	705.75	705.75	11/27/2023
20-60-240 SUPPLIES							
1712	BASIC AMERICAN SUPPLY	574799	POISON SPRAYING SUPPLIES	11/08/2023	48.83	48.83	11/16/2023
1712	BASIC AMERICAN SUPPLY	576357	HAND SPRAYER	11/15/2023	32.56	32.56	11/21/2023
1712	BASIC AMERICAN SUPPLY	577824	Irrigation Supplies	11/21/2023	53.18	53.18	12/04/2023
1712	BASIC AMERICAN SUPPLY	578824	PW SUPPLIES	11/27/2023	87.92	87.92	12/04/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Northern Tool	11/27/2023	66.29	66.29	11/27/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
672	HOME DEPOT CREDIT SERVIC	7625592	Streets and Roads Supplies	11/30/2023	80.07	80.07	12/04/2023
672	HOME DEPOT CREDIT SERVIC	9623659	Streets and Roads Supplies	11/30/2023	132.89	132.89	12/04/2023
1248	UTAH BARRICADE COMPANY	37189	Not a Thru St Sign	12/01/2023	83.14	83.14	12/04/2023
20-60-250 PROFESSIONAL/ENGINEERING							
120	ADVANCED NETWORK CONSUL	2701	STREETS & ROADS	11/01/2023	171.73	171.73	11/16/2023
120	ADVANCED NETWORK CONSUL	2709	STREETS & ROADS	11/14/2023	85.50	85.50	11/16/2023
120	ADVANCED NETWORK CONSUL	2710	STREETS & ROADS	11/14/2023	133.01	133.01	11/16/2023
120	ADVANCED NETWORK CONSUL	2711	STREETS & ROADS	11/27/2023	134.02	134.02	11/30/2023
120	ADVANCED NETWORK CONSUL	2712	STREETS & ROADS	11/27/2023	58.88	58.88	11/30/2023
120	ADVANCED NETWORK CONSUL	2713	STREETS & ROADS	12/04/2023	121.69	121.69	12/06/2023
20-60-280 ROAD MATERIALS/PAVING							
470	CRAFCO, INC.	9403081315	Polyflex Type 3 BBBQ61327	11/21/2023	3,650.38	3,650.38	12/04/2023
470	CRAFCO, INC.	9403081316	Machine Rental and Masic one le	11/21/2023	9,236.30	9,236.30	12/04/2023
1248	UTAH BARRICADE COMPANY	36515	48X48 ROAD SIGNS-ROUGH RD	11/01/2023	1,510.44	1,510.44	11/16/2023
1248	UTAH BARRICADE COMPANY	37009	ROAD SIGNS, FLAGS for Airport	11/21/2023	378.18	378.18	11/21/2023
20-60-400 TRAVEL AND TRAINING							
280	BARLOW, JOHN TODD	2023 FALL FL	TRAVEL AND TRAINING	11/01/2023	93.15	93.15	11/27/2023
280	BARLOW, JOHN TODD	2023 FALL ST	TRAVEL AND TRAINING	11/01/2023	175.95	175.95	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Hotel for 2023 Flood Plain Confer	11/27/2023	388.32	388.32	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Fuel for 2023 Flood Plain Confere	11/27/2023	98.01	98.01	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Fuel for 2023 Fall ST & RD Confer	11/27/2023	97.79	97.79	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Hotel for 2023 Fall ST & RD Conf	11/27/2023	274.92	274.92	11/27/2023
20-60-530 UTILITIES							
626	GARKANE ENERGY	1697300	Irrigation Pump Electricity - JOHN	11/15/2023	33.18	33.18	11/21/2023
626	GARKANE ENERGY	1896600	Irrigation Pump Electricity	11/15/2023	33.18	33.18	11/21/2023
626	GARKANE ENERGY	1911000	Irrigation Pump Electricity AZ	11/15/2023	37.88	37.88	11/21/2023
660	HILDALE CITY	11/8/-3508101	UTILITY SERVICE - IRRIGATION	11/08/2023	28.50	28.50	11/14/2023
660	HILDALE CITY	11/8-3323001	UTILITY SERVICE - IRRIGATION	11/08/2023	105.00	105.00	11/14/2023
660	HILDALE CITY	11/8-3324011	UTILITY SERVICE - IRRIGATION	11/08/2023	94.20	94.20	11/14/2023
660	HILDALE CITY	11/8-3424011	UTILITY SERVICE - IRRIGATION	11/08/2023	105.00	105.00	11/14/2023
660	HILDALE CITY	11/8-3484201	UTILITY SERVICE - IRRIGATION	11/08/2023	135.35	135.35	11/14/2023
660	HILDALE CITY	11/8-3507901	UTILITY SERVICE - IRRIGATION	11/08/2023	105.00	105.00	11/14/2023
660	HILDALE CITY	11/8-3508001	UTILITY SERVICE - PW SHOP	11/08/2023	205.99	205.99	11/14/2023
660	HILDALE CITY	11/8-3841501	UTILITY SERVICE - TOCC SCRE	11/08/2023	124.37	124.37	11/14/2023
660	HILDALE CITY	11/8-6348807	UTILITY SERVICE -PW	11/08/2023	253.71	253.71	11/14/2023
660	HILDALE CITY	11/8-6348902	UTILITY SERVICE - PW	11/08/2023	53.23	53.23	11/14/2023
20-60-535 STREET LIGHTS							
626	GARKANE ENERGY	10/24-1790500	Street Lights - Electricity	11/01/2023	689.81	689.81	11/30/2023
626	GARKANE ENERGY	11/24-1790500	Street Lights - Electricity	11/22/2023	689.81	689.81	11/30/2023
20-60-540 TOOLS AND SMALL EQUIPMENT							
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Northern Tool	11/27/2023	183.69	183.69	11/27/2023
1296	WHEELER MACHINERY COMPA	PS001605469	KEYS	11/14/2023	86.20	86.20	11/21/2023
20-60-550 TELEPHONE							
1112	SOUTH CENTRAL COMMUNICA	1122122	TELEPHONE	12/06/2023	39.51	39.51	12/06/2023
1445	VERIZON WIRELESS	9949841801	STREETS & ROADS	12/01/2023	80.19	80.19	12/06/2023
20-60-600 EQUIPMENT REPAIR AND MAINT							
1712	BASIC AMERICAN SUPPLY	577419	PW Supplies	11/20/2023	48.77	48.77	12/04/2023
1712	BASIC AMERICAN SUPPLY	578882	PW SUPPLIES	11/27/2023	23.87	23.87	12/04/2023
1712	BASIC AMERICAN SUPPLY	579249	PW SUPPLIES	11/24/2023	43.43	43.43	12/04/2023
974	CARQUEST OF HILDALE	15048-147469	OIL CHANGE SUPPLIES	11/07/2023	46.84	46.84	11/16/2023
974	CARQUEST OF HILDALE	15048-147536	PW Supplies	11/08/2023	111.93	111.93	11/16/2023
974	CARQUEST OF HILDALE	15048-147620	Batteries	11/09/2023	341.43	341.43	11/16/2023
974	CARQUEST OF HILDALE	15048-148029	Batteries	11/14/2023	314.16	314.16	11/16/2023
974	CARQUEST OF HILDALE	15048-148033	Ratchet	11/14/2023	13.66	13.66	11/16/2023
974	CARQUEST OF HILDALE	15048-148106	Battery	11/15/2023	55.11	55.11	11/21/2023
974	CARQUEST OF HILDALE	15048-148123	EQUIPMENT maintenance	11/15/2023	507.88	507.88	11/21/2023
974	CARQUEST OF HILDALE	15048-148134	PW Supplies	11/15/2023	87.47	87.47	11/21/2023
974	CARQUEST OF HILDALE	15048-148134	PW Supplies	11/15/2023	14.86	14.86	11/21/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
974	CARQUEST OF HILDALE	15048-148918	Trailer Adapter and batteries	11/27/2023	25.36	25.36	12/04/2023
974	CARQUEST OF HILDALE	15048-149110	Equipment Maintenance	11/29/2023	53.67	53.67	12/04/2023
974	CARQUEST OF HILDALE	15048-149115	Brake Fluid	11/29/2023	55.57	55.57	11/30/2023
974	CARQUEST OF HILDALE	15048-149128	Batteries 2805	11/29/2023	157.08	157.08	12/04/2023
974	CARQUEST OF HILDALE	15048-149148	PW Supplies	11/30/2023	18.90	18.90	12/04/2023
974	CARQUEST OF HILDALE	15048-149542	OIL CHANGE SUPPLIES for 2809	12/05/2023	88.23	88.23	12/06/2023
1702	DJB Gas Services, Inc.	01473741	Cylinder Rental	12/01/2023	59.10	59.10	12/06/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Tag N Go Carwash	11/27/2023	29.99	29.99	11/27/2023
2070	ELITE CARD PAYMENT CENTER	NOVEMBER 2	Snap On Tool Scanner Subscriptio	11/27/2023	64.62	64.62	11/27/2023
792	KENWORTH SALES CO.	006P12770	Brakes, shoes, and drums for 223	11/15/2023	552.83	552.83	11/21/2023
792	KENWORTH SALES CO.	006P12854	Brake Parts	11/17/2023	167.49	167.49	11/21/2023
1875	LAWSON PRODUCTS	9311038925	MISC SHOP SUPPLIES	11/01/2023	467.32	467.32	11/16/2023
1875	LAWSON PRODUCTS	9311100260	MISC SHOP SUPPLIES	12/01/2023	479.37	479.37	12/06/2023
1875	LAWSON PRODUCTS	9311102366	MISC SHOP SUPPLIES	12/01/2023	216.05	216.05	12/06/2023
1096	TRUCK PRO LLC	278-0014783	Seals	11/01/2023	11.61	11.61	11/16/2023
20-60-640 BUILDING & GROUNDS MAINTENANCE							
144	ALSCO	LSTG1095463	Mat and Coverall Replacements f	12/01/2023	154.98	154.98	12/06/2023
144	ALSCO	LSTG1097635	SUPPLIES	12/01/2023	140.43	140.43	12/06/2023
1080	SCHOLZENS PRODUCTS COMP	6789797-00	Irrigation Supplies for Culinary to I	11/29/2023	681.25	681.25	12/04/2023
1080	SCHOLZENS PRODUCTS COMP	6789820-00	IRRIGATION SUPPLIES Near To	11/29/2023	346.87	346.87	12/04/2023
Total STREETS & ROADS EXPENDITURES:					26,362.83	26,362.83	
Total HIGHWAY USERS FUND:					26,362.83	26,362.83	
COUNTY FLOOD CONTROL FUND EXPENDITURES							
25-40-250 ENGINEERING/COUNTY FLOOD							
1172	SUNRISE ENGINEERING, INC.	137616	Johnson Ave Drainage Project	11/01/2023	436.50	436.50	11/30/2023
1172	SUNRISE ENGINEERING, INC.	138434	Johnson Ave Drainage Project	11/08/2023	1,137.25	1,137.25	11/30/2023
Total EXPENDITURES:					1,573.75	1,573.75	
Total COUNTY FLOOD CONTROL FUND:					1,573.75	1,573.75	
FAA AIRPORT GRANT AIRPORT							
27-72-250 ENGINEERING/FAA							
1733	JVIATION	PTIN0000974	Airport construct parallel Twy A Eas	11/15/2023	83,429.10	83,429.10	12/04/2023
27-72-270 CONSTRUCTION/FAA							
760	JNJ ENGINEERING CONSTRUC	AZC AIP 028 P	AZC AIP 028 TW A EAST Phase 1	11/30/2023	529,096.48	529,096.48	12/04/2023
Total AIRPORT:					612,525.58	612,525.58	
Total FAA AIRPORT GRANT:					612,525.58	612,525.58	
CDBG SSP WEST MOHAVE EXPENDITURES							
40-40-270 CONSTRUCTION							
760	JNJ ENGINEERING CONSTRUC	CDBG S HILD	CDBG SOUTH HILDALE ST DRA	12/01/2023	312,571.94	312,571.94	12/06/2023
Total EXPENDITURES:					312,571.94	312,571.94	
Total CDBG SSP WEST MOHAVE:					312,571.94	312,571.94	
CDBG MASTERPLAN UPDATE EXPENDITURES							

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
42-40-250 ENGINEERING							
380	CANAAN PEAKS ENGINEERING	231101	ENGINEERING South Hildale St	11/15/2023	17,307.50	17,307.50	11/21/2023
42-40-270 CONSTRUCTION							
760	JNJ ENGINEERING CONSTRUC	CDBG SOUTH	CDBG SOUTH HILDALE ST DRA	11/14/2023	176,862.00	176,862.00	11/16/2023
Total EXPENDITURES:					194,169.50	194,169.50	
Total CDBG MASTERPLAN UPDATE:					194,169.50	194,169.50	
INTERNAL SERVICE FUND							
EXPENDITURES							
61-40-520 FUEL AND OIL							
2052	SARATOGA RACK MARKETING,	IN0001742357	DIESEL FUEL/ UNLEADED FUEL	11/21/2023	34,242.16	34,242.16	11/27/2023
Total EXPENDITURES:					34,242.16	34,242.16	
UTILITIES DEPARTMENT							
61-42-900 MISC EXPENSES							
1445	VERIZON WIRELESS	9949841801	UTILITIES	12/01/2023	200.39	200.39	12/06/2023
Total UTILITIES DEPARTMENT:					200.39	200.39	
LANDFILL CORP							
61-62-900 MISC EXPENSES							
120	ADVANCED NETWORK CONSUL	2701	LANDFILL	11/01/2023	343.46	343.46	11/16/2023
120	ADVANCED NETWORK CONSUL	2709	LANDFILL	11/14/2023	171.00	171.00	11/16/2023
120	ADVANCED NETWORK CONSUL	2710	LANDFILL	11/14/2023	266.03	266.03	11/16/2023
120	ADVANCED NETWORK CONSUL	2711	LANDFILL	11/27/2023	268.04	268.04	11/30/2023
120	ADVANCED NETWORK CONSUL	2712	LANDFILL	11/27/2023	117.76	117.76	11/30/2023
120	ADVANCED NETWORK CONSUL	2713	LANDFILL	12/04/2023	243.38	243.38	12/06/2023
974	CARQUEST OF HILDALE	15048-147698	Parts for garbage truck	11/10/2023	78.98	78.98	11/16/2023
2045	DAT MANAGEMENT	436294	Pre-Employment Testing - Landfill	11/05/2023	49.00	49.00	11/30/2023
2027	KEN GARFF ST. GEORGE FORD	4615682	Gears Set for landfill Truck	12/01/2023	827.23	827.23	12/06/2023
1445	VERIZON WIRELESS	9949841801	LANDFILL	12/01/2023	120.20	120.20	12/06/2023
Total LANDFILL CORP:					2,485.08	2,485.08	
Total INTERNAL SERVICE FUND:					36,927.63	36,927.63	
Grand Totals:					1,298,560.97	1,298,560.9	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.