

PURSUANT TO A.R.S. SECTION 38-431.01, THE GILA COUNTY BOARD OF SUPERVISORS WILL HOLD AN OPEN MEETING IN THE SUPERVISORS' AUDITORIUM, 1400 EAST ASH STREET, GLOBE, ARIZONA. ONE OR MORE BOARD MEMBERS MAY PARTICIPATE IN THE MEETING BY TELEPHONE CONFERENCE CALL OR BY INTERACTIVE TELEVISION VIDEO (ITV). **ANY MEMBER OF THE PUBLIC IS WELCOME TO ATTEND THE MEETING VIA ITV WHICH IS HELD AT 610 E. HIGHWAY 260, BOARD OF SUPERVISORS' CONFERENCE ROOM, PAYSON, ARIZONA.** THE AGENDA IS AS FOLLOWS:

WORK SESSION - TUESDAY, MAY 28, 2013 - 10 A.M.

- 1 Call to Order - Pledge of Allegiance
- 2 **REGULAR AGENDA ITEMS:**
 - A Information/Discussion/Action to approve an Intergovernmental Agreement between Gila County and the Town of Payson-Parks and Recreation for an economic development grant in an amount up to but not to exceed \$10,000 to improve or enhance the economic welfare of the inhabitants of the County. **(Tommie Martin)**
 - B Information/Discussion/Action to adopt Resolution No. 13-06-03 declaring the Board of Supervisors' continuing support of the Southeast Arizona Land Exchange and Conservation Act, Resolution Copper's extensive reclamation of the historic Magma Mine in Superior, its contributions to the local economy and the potential for the Copper Triangle to become one of the largest copper producing regions in the world. **(Don McDaniel)**
 - C Information/Discussion regarding a policy on community agency and economic development funding. **(Don McDaniel)**
- 3 **CALL TO THE PUBLIC:** Call to the Public is held for public benefit to allow individuals to address issue(s) within the Board's jurisdiction. Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(H), action taken as a result of public comment will be limited to responding to criticism made by those who have addressed the Board of Supervisors, may ask staff to review the matter or may ask that a matter be put on a future agenda for further discussion and decision at a future date.

IF SPECIAL ACCOMMODATIONS ARE NEEDED, PLEASE CONTACT THE RECEPTIONIST AT (928) 425-3231 AS EARLY AS POSSIBLE TO ARRANGE THE ACCOMMODATIONS. FOR TTY, PLEASE DIAL 7-1-1 TO REACH THE ARIZONA RELAY SERVICE AND ASK THE OPERATOR TO CONNECT YOU TO (928) 425-3231.

THE BOARD MAY VOTE TO HOLD AN EXECUTIVE SESSION FOR THE PURPOSE OF OBTAINING LEGAL ADVICE FROM THE BOARD'S ATTORNEY ON ANY MATTER LISTED ON THE AGENDA PURSUANT TO A.R.S. SECTION 38-431.03(A)(3).

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING.

ARF-1837

2- A

Work Session

Meeting Date: 05/28/2013

Submitted For: Tommie Martin, Member, Board of Supervisors

Submitted By: Dana Sgroi,
Contracts Support Specialist,
Finance Department

Department: Board of Supervisors-District 1

Fiscal Year: 2012-2013

Budgeted?: Yes

Contract Dates January 1, 2013 to June 30, 2013
Begin & End:

Grant?: No

Matching Requirement?: No

Fund?: New

Information

Request/Subject

Town of Payson-Parks and Recreation Intergovernmental Agreement for sponsorship of various events.

Background Information

The Town of Payson-Parks and Recreation Department has requested funding for various activities and events to aid in the Town of Payson's efforts to increase revenue within the Town by sponsoring various activities and events.

It is the intent of the County, pursuant to A.R.S. §11-254, to provide an amount up to but not to exceed \$10,000 in an economic development grant to the Town for various functions as they arise between January 1, 2013, and June 30, 2013, to further the economic development of the inhabitants of Gila County.

Evaluation

It is the desire of the Board of Supervisors to use constituency funds in the form of an economic development grant to the Town of Payson-Parks and Recreation in an amount up to but not to exceed \$10,000 between January 1, 2013, and June 30, 2013, to sponsor various events put on by the Town of Payson Parks and Recreation Department. The grant will be used by the Town to help pay for operating costs for various functions and events sponsored by the Town of Payson.

Per the scope of the Intergovernmental Agreement between Gila County and Town of Payson-Parks and Recreation, the Town will submit a request with a description of each event to Gila County. The County reserves the right to determine whether individual events qualify as economic development.

Conclusion

The Town of Payson-Parks and Recreation Department is in need of the County's support in approving the Intergovernmental Agreement-Economic Development Grant to sponsor various activities and events to bolster the Town of Payson's revenue, thereby improving or enhancing the economic welfare of the inhabitants of the County.

Recommendation

Supervisor Tommie Martin-District 1 recommends that the Board of Supervisors approve the Intergovernmental Agreement between the Town of Payson-Parks and Recreation and Gila County in an amount up to but not to exceed \$10,000. Under this Intergovernmental Agreement, the County reserves the right to determine whether individual events qualify as economic development.

Suggested Motion

Information/Discussion/Action to approve an Intergovernmental Agreement between Gila County and the Town of Payson-Parks and Recreation for an economic development grant in an amount up to but not to exceed \$10,000 to improve or enhance the economic welfare of the inhabitants of the County. **(Tommie Martin)**

Attachments

Intergovernmental Agreement-Payson Parks and Recreation Department

Payson Requesting Sponsorship Letter

Legal Explanation

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
GILA COUNTY
AND
TOWN OF PAYSON-PARKS AND RECREATION**

THIS AGREEMENT is made and entered into effective this _____ day of _____, 2013, by and between Gila County, hereinafter referred to as "County" and the Town of Payson-Parks and Recreation, hereinafter referred to as "the Town".

RECITALS

WHEREAS, the Gila County Board of Supervisors desire to provide funding to the Town in order to further the economic development potentials of the Parks and Recreation Department for various activities and events; and

WHEREAS, the Town has requested funding to aid in the Towns' efforts to increase revenue within the Town by sponsoring various activities and events; and

WHEREAS, the County has determined that the purpose of this funding request is public and that the expenditure of these funds will improve or enhance the economic welfare of the inhabitants of the County.

SCOPE

It is the intent of the County pursuant to A.R.S. §11-254 to provide an amount not to exceed up to \$10,000 in an Economic Development Grant to the Town, for various functions as they arise between January 1, 2013 and June 30, 2013, to further the economic development of the County.

NOW, THEREFORE, in consideration of the mutual promises contained in this agreement, and of the mutual benefits to result therefrom, the parties agree as follows:

1. The Gila County Board of Supervisors will contribute the sum of up to \$10,000 in the form of an Economic Development Grant to the Town for the benefit of the public.
2. The Grant will be used by the Town to help pay for operating costs for various functions and events sponsored by the Town of Payson.

3. The Town agrees to credit the County's Economic Development Grant funding as follows:
 - Billing as Corporate Sponsor for the overall Mountain High Games Events and Activities
 - Logo on all promotional material, including poster and print advertising
 - Logo placed in Official Event Program
 - Primary position on the Town of Payson event Specific Website page
 - 10 x 10 Exhibition booth at the venue (Space only)
 - Sponsor mentions in radio ads
 - Eight (8) 3 x 10 Banners to be hung at event
 - Five (5) Daily Sponsor mentions from announcer
 - Logo on official Event T-Shirts
 - ½ Page ad in the Event Guide printed by the Roundup Newspaper
 - Mentions on Facebook as corporate sponsor
 - Top billing in Town emails as the event is promoted.

4. In order for the Town to receive money under this agreement, the Town will submit a request with a description of each event, to the County. The County's total contribution under this IGA will not exceed Ten Thousand Dollars (\$10,000.00). The County reserves the right to determine whether individual events qualify as economic development.

5. Notices
 - All notices or demands upon any party to this agreement shall be in writing, unless other forms are designated elsewhere, and shall be delivered in person or sent by mail addressed as follows:

Town of Payson
 Attn: Kenny Evans
 303 N. Beeline Highway
 Payson, Arizona 85541

Gila County Board of Supervisors
 Attn: Don McDaniel, Jr.
 1400 E. Ash Street
 Globe, Arizona 85501

GENERAL TERMS

1. Indemnification: The Town shall indemnify, defend and hold harmless, County, it's officers, employees agents from and against any and all suits, actions, legal administrative proceedings, claims or demands and costs attendant thereto, arising out of any act, omission, fault of negligence by the Town, its agents, employees or anyone under its direction or control or on its behalf in connection with performance of this Agreement.

2. Termination: Either party may, at any time and without cause, cancel this Agreement by providing 30 days written notice to the other party.

3. Cancellation: This Agreement may be canceled pursuant to the provisions of A.R.S. §38-511. The parties hereby acknowledge notice of A.R.S. §38-511 which provides for cancellation of contracts for violation of the conflict of interest statute.

4. Compliance with All Laws: The parties shall comply with all federal, state and local laws, rules, regulations, standards and Executive Orders, without limitation to those designated within this Agreement. Any changes in the governing laws, rules and regulations during the term of this agreement shall apply but do not require an amendment.

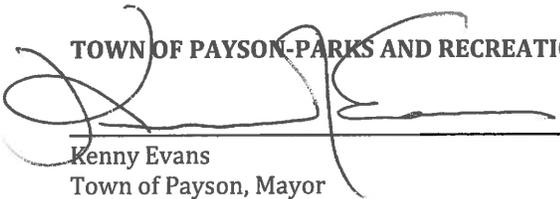
5. Entire Agreement: This document constitutes the entire agreement between the parties pertaining to the subject matter hereof, and all prior or contemporaneous agreements and understandings, oral or written, are hereby superseded and merged herein. This Agreement may be modified, amended, altered or extended only by a written amendment signed by the parties.
6. Non-Appropriation: Notwithstanding any other provision in this Agreement, this Agreement may be terminated if, for any reason, the County or the Town does not appropriate sufficient monies for the purpose of maintaining this Agreement.

IN WITNESS THEREOF, the parties to this agreement have caused their names to be affixed hereto by their proper offices on the date indicated above.

GILA COUNTY

Michael A. Pastor, Chairman
Gila County Board of Supervisors

TOWN OF PAYSON-PARKS AND RECREATION



Kenny Evans
Town of Payson, Mayor

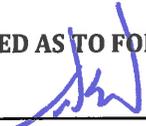
ATTEST

Marian Sheppard, Chief Deputy Clerk
Gila County Board of Supervisors

APPROVED AS TO FORM

Bryan B. Chambers, Chief Deputy County Attorney

APPROVED AS TO FORM



Tim Wright, Town Attorney



Gila County Board of Supervisors,

The Town of Payson is requesting sponsorship assistance in the amount of \$2,500 for the Payson Arizona Mountain High Games event that will take place at the Payson Event Center on May 31 - June 2, 2013. This event brings thousands of people each year to Payson who compete in various different outdoor adventure events. This year the 4 different events are: (3) ATV Trail Rides, a Horseshoe Tournament put on by the Arizona Horseshoe Pitchers Association, a 4H 3D Archery Tournament and the anchor event this year is the much anticipated Mogollon Monster Mudder - 5k Mud Run.

The Mudder will take place on June 1, 2013 and starts at 10 AM. Participants will run a 5K course consisting of 32 military style obstacles. In coordination with local and regional Fire Departments, we have created a run with natural and man-made obstacles, challenging ups and downs, rocky, wooded and wet terrain, shallow water crossings and what else MUD MUD AND MORE MUD! This is a timed event, (limited age categories) with emphasis on FUN, TEAMWORK and helping each other finish safely. All team members must cross the finish line together. Costumes encouraged!

On May 31, 2013 regional Police and Fire Departments will compete against each other for bragging rights. This event is open to the public and are encouraged to bring several cans of food for our local food banks.

There will be live entertainment, food, beer garden, activities for the kids and even a kids mud run at approximately 11:30 on Saturday June 1, 2013.

What you get for you sponsorship:

Promoted as a Corporate Sponsor
5 Banners (more if you have them)
4 Daily Mentions from the Event Announcer
Logo on all promotional advertising (poster, ads, radio etc)
Logo on the Town's website
Logo on email blasts promoting the event
Special thanks to Gila County on the Towns Facebook Page
1/4 Page ad in the event guide printed by the Payson Roundup
One of the 32 Obstacles will be sponsored by Gila County .

In addition to this sponsorship:

The Town is requesting funding assistance of \$4,100 for 400 corral panels that were delivered to the Payson Event Center. The panels will be used to form 100 stalls that we rent out during all of the various equestrian events that we hold in Payson. This \$4,100 is meant to help with the delivery charge of these panels.

Total amount requested is \$6,600.00

We really appreciate your support!

Sincerely,

A handwritten signature in cursive script that reads "Cameron Davis".

Cameron Davis
Town of Payson | Parks, Recreation and Tourism Director



GILA COUNTY ATTORNEY
Bradley D. Beauchamp

Re: County Attorney's Office approval of IGA pursuant to A.R.S. § 11-952(D).

To whom it may concern:

The County Attorney's Office has reviewed the Intergovernmental Agreement attached to this agenda item and has determined that it is in its "proper form" and "is within the powers and authority granted under the laws of this state to such public agency or public procurement unit" pursuant to A.R.S. § 11-952(D).

Explanation of the Gila County Attorney's Office Intergovernmental Agreement (IGA) Review

A.R.S. § 11-952(D) requires that

every agreement or contract involving any public agency or public procurement unit of this state . . . before its execution, shall be submitted to the attorney for each such public agency or public procurement unit, who shall determine whether the agreement is in proper form and is within the powers and authority granted under the laws of this state to such public agency or public procurement unit.

In performing this review, the County Attorney's Office reviews IGAs to see that they are in "proper form" prior to their execution. "Proper form" means that the contract conforms to fundamental contract law, conforms to specific legislative requirements, and is within the powers and authority granted to the public agency. It does not mean that the County Attorney's Office approves of or supports the policy objectives contained in the IGA. That approval is solely the province of the public agency through its elected body.

Likewise, this approval is not a certification that the IGA has been properly executed. Proper execution can only be determined after all the entities entering into the IGA have taken legal action to approve the IGA. There is no statutory requirement for the County Attorney's Office to certify that IGAs are properly executed.

Nonetheless, it is imperative for each public agency to ensure that each IGA is properly executed because A.R.S. § 11-952(F) requires that "[a]ppropriate action ... applicable to the governing bodies of the participating agencies approving or extending the duration of the ... contract shall be necessary before any such agreement, contract or extension may be filed or become effective." This can be done by ensuring that the governing body gives the public proper notice of the meeting wherein action will be taken to approve the IGA, that the item is adequately described in the agenda accompanying the notice, and that the governing body takes such action. Any questions regarding whether the IGA has been properly executed may be directed to the County Attorney's Office.

Proper execution of IGAs is important because A.R.S. § 11-952(H) provides that "[p]ayment for services under this section shall not be made unless pursuant to a fully approved written contract." Additionally, A.R.S. § 11-952(I) provides that "[a] person who authorizes payment of any monies in violation of this section is liable for the monies paid plus twenty per cent of such amount and legal interest from the date of payment."

The public agency or department submitting the IGA for review has the responsibility to read and understand the IGA in order to completely understand its obligations under the IGA if it is ultimately approved by the public entity's board. This is because while the County Attorney's Office can approve the IGA as to form, the office may not have any idea whether the public agency has the capacity to actually comply with its contractual obligations. Also, the County Attorney's Office does not monitor IGA compliance. Hence the public entity or submitting department will need to be prepared to monitor their own compliance. A thorough knowledge of the provisions of the IGA will be necessary to monitor compliance.

Before determining whether an IGA contract "is in proper form," the County Attorney's Office will answer any questions or concerns the public agency has about the contract. It is the responsibility of the public agency or department submitting the IGA for review to ask any specific questions or address any concerns it has about the IGA to the County Attorney's Office at the same time they submit the IGA for review. Making such an inquiry also helps improve the County Attorney's Office review of the IGA because it will help focus the review on specific issues that are of greatest concern to the public agency. Failing to make such an inquiry when the agency does have issues or concerns will decrease the ability of the County Attorney's Office to meaningfully review the IGA.

ARF-1844

2- B

Work Session

Meeting Date: 05/28/2013

Submitted For: Don McDaniel Jr., County Manager Submitted By: Sherry Grice,
Executive Assistant,
Board of
Supervisors-District
2

Department: County Manager

Information

Request/Subject

Adoption of Resolution No. 13-06-03 Expressing Continued Support for the Southeast Arizona Land Exchange and Conservation Act

Background Information

Resolution Copper seeks an updated resolution of continued support from the Gila County Board of Supervisors for the Southeast Arizona Land Exchange and Conservation Act and their ongoing operations, located 3 miles east of Superior.

In past years, the Board of Supervisors has adopted similar resolutions in support of the Act and the development of Resolution Copper's underground copper mine located in Superior, Arizona. The previously adopted resolution numbers are 07-10-10, 09-02-02 and 12-01-04.

Evaluation

Resolution Copper is a deep underground copper orebody - one of the largest in the world and estimated to produce enough to supply somewhere between 25% to 30% of the domestic demand for copper. Between direct, indirect and induced employment, Resolution Copper will create more than 3,700 jobs - spanning far more than half a century. With an estimated economic impact of \$61.4 billion, Resolution Copper is among the largest economic development projects in the southwestern United States.

Conclusion

With more than \$20 billion in tax input to local, county, state and federal governments, Resolution Copper is a major force in the economic vitality of the region.

Recommendation

The County Manager and staff respectfully recommend that the Board of Supervisors adopt this resolution.

Suggested Motion

Information/Discussion/Action to adopt Resolution No. 13-06-03 declaring the Board of Supervisors' continuing support of the Southeast Arizona Land Exchange and Conservation Act, Resolution Copper's extensive reclamation of the historic Magma Mine in Superior, its contributions to the local economy and the potential for the Copper Triangle to become one of the largest copper producing regions in the world.
(Don McDaniel)

Attachments

Resolution No. 13-06-03



RESOLUTION NO. 13-06-03

A RESOLUTION OF THE GILA COUNTY BOARD OF SUPERVISORS EXPRESSING CONTINUED SUPPORT FOR THE SOUTHEAST ARIZONA LAND EXCHANGE AND CONSERVATION ACT, APPLAUDING THE HOUSE OF REPRESENTATIVES FOR THE PASSAGE OF THE LEGISLATION AND URGING THE UNITED STATES SENATE TO PROMPTLY ENACT THE BILL, AND RECOGNIZING RESOLUTION COPPER COMPANY FOR ITS INVESTMENTS AND EFFORTS TO DEVELOP A NEW COPPER MINE AND ENHANCE THE LOCAL, STATE AND NATIONAL ECONOMIES.

WHEREAS, the Gila County Board of Supervisors has supported Resolution Copper in the past by adopting resolution numbers 07-10-10, 09-02-02 and 12-01-04; and

WHEREAS, the Gila County Board of Supervisors recognizes the importance of regional economic development; and

WHEREAS, the Gila County Board of Supervisors recognizes the significant role that copper mining has played in the history of our area and the State of Arizona for more than 100 years; and

WHEREAS, Resolution Copper is actively engaged in the development of an environmentally sound, socially responsible underground mining project in and around the Oak Flat area east of the Town of Superior; and

WHEREAS, the Gila County Board of Supervisors understands the importance of the Southeast Arizona Land Exchange and Conservation Act and Arizona's economic future and urges Congress to expeditiously pass this legislation; and

WHEREAS, the Gila County Board of Supervisors understands the potential positive and negative cultural and financial impacts associated with these bills and the proposed copper mine.

NOW, THEREFORE, BE IT RESOLVED that the full body of the Gila County Board of Supervisors hereby declares its full support for the Southeast Arizona Land Exchange and Conservation Act and the development of the Resolution Copper mine.

PASSED AND ADOPTED this 28th day of May 2013, at Globe, Gila County, Arizona

Attest:

GILA COUNTY BOARD OF SUPERVISORS

Marian Sheppard, Clerk

Michael A. Pastor, Chairman

Approved as to form:

Bryan Chambers
Deputy Attorney Principal

ARF-1847

2- C

Work Session

Meeting Date: 05/28/2013

Submitted By: Don McDaniel Jr., County Manager, County Manager

Department: County Manager

Information

Request/Subject

Community Agency & Economic Development Funding Policy

Background Information

Policy BOS-FIN-016, Community Agency & Economic Development Funding, was adopted by the Board of Supervisors at its February 5, 2013, meeting.

Evaluation

While the policy as adopted is clear, the wide diversity of requests and past practices make it difficult to administer consistently. Staff would like to discuss some of the varied requests that have been considered and receive input from the Board on how to proceed within the context of the requirements of the Arizona Revised Statutes (ARS).

Conclusion

There are ARS provisions that regulate how Gila County can spend taxpayers' money. It is important that the policy and its implementation be consistent those regulations.

Recommendation

That the Board of Supervisors discuss fully and completely how to handle requests by Gila County citizens for funds, manpower, equipment, and material.

Suggested Motion

Information/Discussion regarding a policy on community agency and economic development funding. **(Don McDaniel)**

Attachments

BOS-FIN-016

Gila County Policy Community Agency and Economic Development Funding	Policy Number: BOS-FIN-016	Page
	Adopted by BOS: 02-05-2013 Revised: 00-00-0000	1 of 1

I. **PURPOSE:**

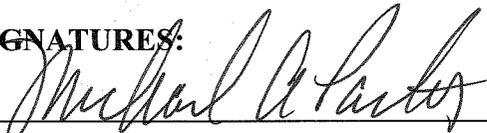
The Community Agency and Economic Development Funding Policy is adopted to allow the Gila County Board of Supervisors and staff to provide economic development activities by funding non-profit entities, (community agencies), cities, towns and other governmental agencies in Gila County to perform economic development services and activities.

DEPARTMENTS AFFECTED: All Gila County Divisions/Departments and Elected Offices.

II. **POLICY:**

It is the policy of the Gila County Board of Supervisors to annually consider funding for non-profit entities (community agencies), cities, towns, and other governmental agencies for economic development activities which the Gila County Board of Supervisors determines are for the benefit of the public in conformance with Arizona Revised Statutes §11-254. Contribution for economic development; and §11-254.04. Expenditures for economic development; definition.

SIGNATURES:



CHAIRMAN, BOARD OF SUPERVISORS



DATE

+ See attached administrative procedures.

**GILA COUNTY COMMUNITY AGENCY AND ECONOMIC DEVELOPMENT
FUNDING PROCEDURES**

I. DEFINITIONS:

NONE

II. PROCEDURES:

A. General Requirements and Objective

Annually, County staff shall develop a Community Agency and Economic Development Funds list consisting of non-profit entities (community agencies), cities, towns and other governmental agencies to be considered for funding in the next annual budget. The list shall be made up of agencies funded in the previous budget year and any new or known requests for the upcoming budget year.

The list is for staff purposes only and will not be published in the budget, but will be used each year to establish the proposed funding levels for the budget line items of Constituent Funds – Districts I, II, and III, the Community Agency Fund, and the Community/Economic Development Fund. Agencies not included on the list may be considered for funding depending upon the availability of funds.

B. Consideration for Funding

Eligible recipients of funding are limited to non-profit agencies, cities, towns or other governmental agencies. The purpose of the funding shall be to provide services to the public which Gila County is authorized to provide in conformance with Arizona Revised Statute §11-251. Powers of the board; or for economic development activities which the Gila County Board of Supervisors determines are for the benefit of the public in conformance with Arizona Revised Statute §11-254. Contribution for economic development; and §11-254.04. Expenditures for economic development; definition.

When a request is being considered for funding, Gila County may, with mutual consent of the recipient, provide in-kind services, man power, equipment, and material in lieu of funding to meet the needs of specific requests.

C. Funding Process

1. Funding requests must be submitted to the Gila County Finance Department on the letterhead of the non-profit entity, city, town or other governmental agency.
2. Gila County will provide an intergovernmental agreement, a memorandum of understanding or a contract which enumerates the specific services or activities to be funded and provided. The intergovernmental agreement, memorandum of understanding or contract must be signed by both parties.
3. Non-profit entities are defined as those enjoying federal tax exempt status with the Internal Revenue Service.
4. Proof of non-profit tax exempt status must be furnished with the intergovernmental agreement, memorandum of understanding or contract.

D. Constituent Funds

Annually, Constituent Funds are appropriated for each of the three (3) members of the Gila County Board of Supervisors for use within their respective districts for purposes each Supervisor deems appropriate. While these discretionary funds can be used for a wide range of projects, services, and activities, each Supervisor is bound by Arizona law and Gila county policies in their use. For example:

1. The use of Constituent Funds to hire temporary employees is subject to all of Gila County's open and competitive recruiting, selection and hiring policies and procedures.
2. The use of Constituent Funds to support non-profit entities, cities, towns and other governmental agencies that provide services to the public which the Gila County Board of Supervisors is authorized to provide, or for economic development activities which are determined to benefit the public, are subject to the customary process and requirements of an intergovernmental agreement, memorandum of understanding or contract.
3. The use of Constituent Funds to purchase products, goods or services is subject to all Gila County open and competitive bidding and award policies and procedures.

4. Any other use of Constituent Funds not enumerated above is subject to prior approval of the Gila County Board of Supervisors.

E. Hiring Temporary Employees

1. Submit a "Request to Post" and a "Payroll Authorization" to the Gila County Human Resources Department. (Note: Allow a minimum of three (3) weeks to hire a temporary employee).

The "Request to Post" shall include:

- a) A description of the specific Gila County purpose and task to be accomplished
 - b) The job classification title and its salary, grade, and step.
 - c) The name of the department/division or elected office to whom the temporary employee will report (County elected official or department/division director will assign a direct supervisor).
 - d) The start and end date of the temporary position.
2. All temporary positions shall be posted and/or advertised for a minimum of five (5) regular working days.
 3. Hiring will be based upon the results of an interview and background check of the qualified applicants.
 4. The "effective date" of hire cannot precede the interview completion date.