



BOARD OF SUPERVISORS AGENDA ITEM REPORT **CONTRACTS / AWARDS / GRANTS**

Requested Board Meeting Date: May 17, 2016

or Procurement Director Award ☐

Contractor/Vendor Name (DBA): Scott W. Raftery and Cheri Raftery

Project Title/Description:

Property Stewardship Agreement for Canoa Ranch

Purpose:

Pima County purchased Canoa Ranch in 2005. Scott and Cheri Raftery maintained the facilities for the previous owner. When the property was acquired, the County entered into a stewardship agreement (the "Stewardship Agreement") with the Rafterys to preserve and protect the property. In addition to providing management and maintenance services, the Rafterys have operated an equestrian training facility on the property. The Stewardship Agreement was renewed in 2011, and expired 3/14/2016. Under the proposed new agreement, the Raftery's will continue to provide stewardship services, including maintenance, they will continue to operate the equestrian center, and they will pay the County a rental fee of \$150.00 a month. The agreement has a five year term, but either party may terminate it on sixty days prior written notice, without cause.

Procurement Method:

Exempt pursuant to Pima County Code 11.04.020

Program Goals/Predicted Outcomes:

Pima County will have a Stewards on the property to preserve and protect the Canoa Ranch property.

Public Benefit:

Scott W. Raftery and Cheri Raftery will remain as stewards and will provide monthly reports.

Metrics Available to Measure Performance:

The rental rate of \$150.00 per month is supported by Real Property Services

Retroactive:

Yes A slight delay was incurred as a result of needing to obtain signatures from the management entity and the documents were not received by County staff until 4/13/2016

MAY 11 16 09 40 PC CLK OF PD

(Signature)

To CDA: 5-11-16 (2)
Addendum

13 pgs

Procure Dept 05/10/16 PM 04:39

Original Information

Document Type: CTN Department Code: PW Contract Number (i.e., 15-123): 16*0160
Effective Date: 5/17/2016 Termination Date: 5/17/2021 Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount: \$ _____ ☒ Revenue Amount: \$ \$9,000.00 (\$150.00/month)
Funding Source(s): Fund 1000, Unit 0700, Code 5150 PR

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☒ No ☐ Not Applicable to Grant Awards

Were insurance or indemnity clauses modified? ☐ Yes ☒ No ☐ Not Applicable to Grant Awards

Vendor is using a Social Security Number? ☐ Yes ☒ No ☐ Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Amendment No.: _____ AMS Version No.: _____

Effective Date: _____ New Termination Date: _____

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____

Funding Source(s): _____

Cost to Pima County General Fund: _____

Contact: Rita Leon

Department: Real Property Services

Telephone: 724-6462

Department Director Signature/Date: [Signature]

5/5/16

Deputy County Administrator Signature/Date: [Signature]

5/10/16

County Administrator Signature/Date: [Signature]

5/10/16

(Required for Board Agenda/Addendum Items)

CONTRACT	
NO. <u>CTN-PW-16-160</u>	
AMENDMENT NO. _____	
This number must appear on all invoices, correspondence and documents pertaining to this contract	

PROPERTY STEWARDSHIP AGREEMENT
For Canoa Ranch between Pima County and Rafterys

This Agreement is made and entered into by and between Pima County a political subdivision of the State of Arizona (hereinafter "County"), and Scott W. and Cheri Raftery, having an address of 5555 1-19 Frontage Road, Green Valley, AZ. 86622 (hereinafter "Stewards").

RECITALS

- A. Pima County owns the real property described as Parcel 304-69-0430, Canoa Ranch BLK 32, 5555 S. 119 Frontage Road, Green Valley 85614 as shown on Exhibit A-1 and depicted in Exhibit A-2 attached hereto and all improvements thereon (the "Property"), except for the mobile home identified on Exhibit A-1 as the "Raftery Residence".
- B. Pursuant to A.R.S. section 11-933, County desires to have a property steward reside on the Property in order to preserve and protect it by patrolling the grounds and maintain it, preventing waste and damage to it, and monitoring and reporting any damage or the occurrence of any activities injurious to the Property, and making use of and maintaining the equestrian facilities.
- C. Stewards operate an equestrian training facility identified on Exhibit A-1 (the "Equestrian Facilities") in which they train, board and care take cattle cutting horses.
- D. Stewards have agreed to occupy the Property as their primary residence in accordance with the terms of this Agreement for the term of this Agreement, and to provide other personal services desired by County as set forth herein.
- E. Stewards have agreed to co-sponsor four (4) visitor program events at the Raul M. Grijalva Canoa Ranch Conservation Park per year. Events may be held at the Canoa Ranch Equestrian Center (CREC) or the Historic Hacienda de la Canoa (HHdIC). Events will be determined by coordination with Stewards and NRPR – Canoa Ranch Management staff.

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which the parties acknowledge, and in exchange for the mutual covenants, terms, conditions and restrictions contained herein, and pursuant to the laws of the State of Arizona, the parties hereto agree as follows:

AGREEMENT

1. Residence. At all times throughout the term of this Agreement, Stewards will reside on the Property in a manner consistent with its use as the Stewards' primary residence. Stewards will not be absent from the Property for more than five (5) consecutive days, or more than thirty (30) days per year without the prior written approval of County. Stewards shall spend, on average, a minimum of twelve (12) hours per day on the Property. If Stewards are absent from the property for more than five (5) days, it is their responsibility to place a substitute Steward on the property at their expense. No person or persons other than Stewards and those individuals specifically identified in Exhibit B, approved by the County, and may reside on the Property on a permanent or regular basis. Stewards are permitted to keep only those domestic pets or livestock on the Property approved by County and identified in Exhibit B. Stewards may not keep or introduce to the Property any other plants or animals, native or non-native species, without prior written approval of County. Stewards will remove the Raftery Residence from the Property upon expiration or earlier termination of this Agreement; and will repair any damage caused by its removal.

2. Term: Effective Date. This Agreement runs for a term of five (5) years and commences on March 15, 2016 ("Effective Date").
3. Fees and Security Deposit
 - a. Rent. Stewards will pay County a monthly fee of One Hundred Fifty Dollars (\$150.00), due in full on or before the first (1st) of each month. If the fee remains delinquent on the fifth (5th) day of the month, County may assess a \$25.00 late fee, due and payable with the monthly fee. Stewards will pay the monthly fee at the address identified in Exhibit C. County may terminate this Agreement for failure to pay the monthly fee. If Stewards fail to pay the monthly fee plus the late fee by the tenth (10th) day of the month for which the fee is due, County may provide Stewards notice of intent to terminate. Stewards will have thirty (30) days from the date of the notice to vacate the Property and remove all personal property and livestock from the Property. Stewards are responsible for ensuring that any tenants or occupants of the housing also vacate the Property within the thirty (30) day period.
 - b. Security Deposit. Stewards have deposited Two Hundred Fifty Dollars (\$250.00) with County as security for the full and faithful performance of each and every term of this Agreement. If Stewards default in respect to any of the terms and conditions of this Agreement, including, but not limited to the payment of rent, repair of damages to the Property caused by Stewards or its designees, employees, or representatives, or fail to remove all personal property and trash or debris belonging to Stewards or Stewards' designees, employees or agents upon termination of this Agreement, County may retain all or a portion of the Security Deposit to cover its expenses to remediate its damages. Stewards are not entitled to interest on the deposit at the termination of this Agreement
4. Background Check. Those individuals occupying the Property as Stewards or substitute Stewards are required to submit to fingerprinting and a background check by County. County may in its sole discretion terminate this Agreement if it determines that the results of this background check are unsatisfactory.
5. Stewards' Duties. Stewards will perform the following duties with respect to the Property:
 - a. Stewards will monitor and inspect the Property for activities injurious to the Property, and care for, maintain, secure, and repair the Property, provided that Stewards are not responsible for structural repairs to the improvements on the Property unless the need therefor is caused by Stewards or any invitee or guest of Stewards. Stewards are not responsible for damage from causes that are beyond Stewards' reasonable control and are outside the scope of Stewards' responsibilities.
 - b. Stewards will maintain the Property and environs in a reasonably neat and clean condition and perform those specific duties and activities identified in this Agreement. Stewards will remove all personal trash and waste created by Stewards and their guests and invitees from the Property, at the Stewards' expense, on a reasonably regular basis. Stewards will not at any time let such trash and waste accumulate for a period of more than fourteen (14) days. Any other trash, debris, weeds or trimmings generated on the Property must be properly disposed of off-Property.
 - c. Stewards will regularly monitor and inspect the Property and will report any problems or activities injurious to the Property, or illegal activities on the Property, to the contact person[s] identified in Exhibit C. If the individual[s] identified in Exhibit C cannot be reached or the communication is required after regular business hours, on a weekend or holiday, Stewards will contact the Pima County Sheriff's Department to report such

activities. On the next available business day, Stewards will contact the appropriate contact person as identified in Exhibit C.

- d. Stewards will report hazards on the Property to the appropriate contact person as soon as identified. In the event that Stewards discover a hazard on the Property, Stewards will take any and all reasonable actions to ensure the safety and security of the Property, Stewards, County staff, and the public to the extent this can be done without endangering Stewards.
- e. Stewards will comply with applicable Pima County Natural Resources, Parks and Recreation ("NRPR") rules and regulations unless otherwise provided herein. Such compliance includes controlling access to the Property as required by this Agreement. In the event of any unauthorized entry upon the Property, where possible, and when the Stewards may safely do so, the Stewards may (I) approach any individual or group entering upon the Property and inquire as to the purpose or reason of the entry or trespass, advise the individual or group of the restricted nature of the Property, and make a determination of whether the entry is authorized or instruct the individuals or group to leave the Property; and/or (II) call the Sheriff's Department at (520) 740-2810 to report the trespass or unauthorized entry. Stewards will make every effort to avoid placing themselves, others or the Property at risk of harm or injury. Stewards will, as soon as reasonably possible, inform the appropriate contact person of the incident. In the event of a medical emergency, Stewards will call 911 for assistance.
- f. Stewards must submit monthly reports, due on the 15th of each month, to County's contact person {see Exhibit C). The reports must contain the information as provided in the attached Monthly Report form (Exhibit D). County will provide Stewards with report forms and self-addressed envelopes at the beginning of each Calendar Year.
- g. Stewards will maintain the existing roads, corrals, ranch houses, buildings and pastures on the Property. The parties acknowledge that there are certain conditions currently on the Property that need to be addressed. Stewards are not required to make major capital improvements on the Property unless County agrees to pay the costs thereof, but Stewards will address maintenance and minor repair issues, in order to improve the condition of the Property. Stewards may request assistance from County to perform repairs or clean-up of the Property as needed within the submitted monthly reports.
- h. Stewards will maintain or repair fencing on the Property, at Stewards' own cost, including fencing which may be installed by County. If Stewards desire to be reimbursed for fence repair costs or need assistance from County to repair such fencing, then Stewards will obtain the prior written approval of County for such repairs prior to incurring any costs.
- i. Stewards agree to assist County to monitor the Raul M. Grijalva Canoa Ranch Conservation Park for unauthorized use in violation of County park guidelines. Such unauthorized intrusions or use must be reported to the appropriate authorities (as indicated in Stewards' Duties - paragraph e.) on a timely basis. Stewards will notify the Canoa Ranch Manager with the necessary details of the unauthorized intrusion or use and state if and when they notified the appropriate authorities.
- j. Stewards agree to cooperate with any other individual or individuals that County may locate on the Raul M. Grijalva Canoa Ranch Conservation Park as caretakers, property stewards, or cooperative users under separate agreement.
- k. Notwithstanding the above, Stewards are solely responsible for any and all repairs needed

for the Raftery residence.

6. Use of Property.

a. Equestrian Facility. Stewards may use the Equestrian Facilities located on Block 32 for the boarding, training, and caring of cutting horses and all activities necessary to the conduct of that use, including, but not limited to, the maintenance of a herd of cattle. The herd of cattle will be limited to a number reasonably necessary for the operation of the Equestrian Facilities. In no event will such numbers pose health concerns or result in adverse impacts to the resource values of the Property. County reserves the right to require Stewards to reduce the size of the herd of cattle for health or resource protection reasons. Stewards will not offer lessons, trail rides, or horses-for hire to the general public without County's prior written approval.

b. Cattle. Stewards may keep cattle on block 32 and County will consider the development of a cattle grazing plan on the Property, if Stewards request the ability to graze cattle outside of Block 32. The Grazing Plan if approved, will address grazing locations, numbers; times of year permitted and related matters.

c. Horses. Stewards may use horses for its Equestrian Facility and Property Steward duties; however, Stewards may not pasture horses on the Property except in areas approved in writing by County.

d. County use of Stables. County may, from time to time, stable up to two (2) horses at the Equestrian Facility free of charge, provided County notifies Stewards in advance of such need and such stabling imposes no hardship on Stewards.

e. Public Events at Equestrian Facility. If, during the term of this Agreement, either party desires to make use of the Equestrian Facility for public events, the parties will meet in advance to discuss the proposed event and reach agreement as to the terms and conditions of such use.

f. Cooperation with programming and special events at the Raul M. Grijalva Canoa Ranch Conservation Park and the Historic Hacienda de la Canoa. County and Stewards will cooperate in aiding visitor programming activities at the Historic Canoa Ranch as reasonably feasible within the scope of this Agreement. In no event are Stewards obligated to provide personal services that exceed the obligations of this Agreement, although Stewards are free to do so if Stewards so desire.

g. Canoa Ranch Property Master Planning. The Property is under development guided by the Canoa Ranch Master Plan adopted by the Pima County Board of Supervisors (the "Plan"). The Plan addresses the uses and management of the Property. This Agreement is subject to provisions of the Plan.

7. Utilities. Stewards are responsible for all utility costs (including water, cable, electricity, sewer, trash, gas and telephone) associated with occupancy of the Raftery Residence and the operation of the Equestrian Facility.

8. Personal Property. Stewards may store or bring onto the Property only such personal or recreational vehicles, campers, boats, trailers or other such items identified in Exhibit B and approved by County. County reserves the right to limit the number of vehicles, recreational vehicles, campers, boats and trailers that Stewards may store upon the Property and may at any time require Stewards to remove, at Stewards' expense, such items not expressly identified in Exhibit B.
9. Condition of Property. Upon expiration or earlier termination of this Agreement Stewards will leave the Property in as good condition as on the initial date of occupancy, except for (I) reasonable wear and tear and (II) damage from causes that are beyond Stewards' reasonable control and are outside the scope of Stewards' responsibilities. Stewards have the right to be present at a move-out inspection conducted by County.
10. Additional improvements. Stewards will not construct additional improvements or landscape the Property or introduce plantings on the Property without County's prior written approval. In the event County permits the construction of an improvement, Stewards will submit detailed plans and specifications for the Improvement to County, and will not commence construction until County has approved the plans in writing. Stewards will thereafter construct the approved improvement according to the plans, in a good and workman-like manner, and in accordance with all applicable codes and regulations.
11. No Rental/Assignment Stewards will not rent or sublet the Property or any portion thereof to any other person other than those individuals identified in Exhibit B, nor may Stewards assign this Agreement without County's written consent. Any guests or invitees of Stewards on the Property are subject to all of the terms and conditions of this Agreement. Guests and invitees may not establish a camp, set up a recreational vehicle, or establish any other type of temporary residence on the Property for a period longer than three (3) calendar days without County's prior written approval.
12. Entry by County/Right Reserved for Additional Occupancy. County, for itself and its employees, designees, or assignees, reserves the right to enter the Property at any time for any purpose. This right of entry includes the right to enter the Property for scientific or educational monitoring or study, educational monitoring or study and for an appropriate period of time to conduct restoration and or rehabilitation work on the Property. County will give Stewards two (2) days' advance notice in the event County intends to enter the Raftery's residence, but such entry will only be for public health and safety reasons.

Upon report of an emergency to County, Stewards will give County immediate entry and access to the Property to resolve the cause of said emergency.

Stewards will facilitate public access to the Property (but not the Raftery Residence) for special functions, as requested by the County, and will re-secure the Property after the event.

13. No Business Use. Stewards will not conduct a retail or commercial business, other than that permitted pursuant to Paragraph 6(a), on the Property that involves customers entering the Property to engage in the business activity with the Stewards or Stewards' Representatives. Stewards will not conduct a business or hobby that requires the location of vehicles, heavy equipment, machinery, parts or tools on the Property, including, as examples, but not limited to, car repair, machining, tool making, appliance or bicycle repair. This does not prohibit "telecommuting" or running a professional business from the home that does not involve any modification to the premises, or create any business traffic beyond that associated with the activities permitted under Paragraph 6(a).
14. Compensation/Housing Maintenance Fee. County will pay no monetary remuneration to Stewards under this Agreement for the services provided herein. In addition to the duties and responsibilities identified herein, Stewards are not required to pay County a housing maintenance fee, except for the monthly fee and security deposit set out in Paragraph 3. Stewards are responsible for payment of any

federal, state or local taxes (If any) associated with the benefits received by Stewards under this Agreement

15. Risk/Insurance.

- a. County assumes no liability for personal injury or property damage resulting from Stewards or Stewards' guests or Invitees using the Property.
- b. County does not insure Stewards' personal property, and any responsibility for loss, damage, theft or other damage, whether caused by fire, flood, vandalism, or otherwise, is the Stewards'. Stewards are responsible for obtaining renter's insurance for personal belongings.
- c. Stewards will obtain and maintain at all times during the term of this agreement, Commercial General Liability insurance with coverage at least as broad as ISO form CG 00 01 in an amount not less than \$1,000,000, covering Stewards' activities on the Property, endorsed to include Pima County as an additional insured with coverage at least as broad as ISO form CG 20 10.
- d. Stewards indemnify and hold harmless County, its officers, departments, agents and employees from and against any loss, cost, liability or expense arising from the misuse of the Property by Stewards or any guest or invitee of Stewards, or from any breach of this Agreement by Stewards.
- e. In the event that the Property is damaged by fire or other casualty to such an extent that it renders the Property uninhabitable or hazardous, this Agreement will terminate and Stewards will immediately vacate the Property. County is under no obligation to replace or substitute a Residence for Stewards in the event of a casualty loss.

16. Compliance with Law. Stewards will not use the Property, or permit anything to be done in, on, or about the Property, which will in any way conflict with any law, statute, ordinance or governmental rule or regulation now in force or which may hereafter be enacted or promulgated. A violation of law is grounds for immediate termination. Stewards will not at any time use or allow the use of the Property for any unlawful, or offensive purpose, or in any manner that is contrary to any law of the United States, the State of Arizona, any ordinance of any City having jurisdiction, or any ordinance of Pima County or the Pima County Regional Flood Control District.

17. Termination. Either party may terminate this Agreement at any time, without cause, with sixty (60) days prior written notice to the other party. If the intent to terminate is for a failure of performance under this Agreement and is, in the County's reasonable discretion, the type of failure that can be cured, County will give Stewards notice of the problem and Stewards will have ten (10) days from the date of the notice to so cure the problem. If Stewards do not timely complete the cure to the County's reasonable satisfaction, County may at any time thereafter terminate this Agreement. Upon termination, with or without a cure period, Stewards will immediately vacate the Property.

18. Conflict of Interest. This Agreement is subject to A.R.S. §38-511, which provides for cancellation of contracts by the County for certain conflicts of interest

19. Survival Clause. Indemnity and repair obligations, and any other provisions that, by their nature, are reasonably intended to survive termination or expiration of the term of this Agreement, will so survive.

20. Notices/Approvals. All notices, reports or payments will be to the contact Person[s]

Identified in Exhibit C. Either party may change its address by giving written notice of the change to the other party.

When the written approval of the County is required hereunder, it means, unless otherwise specifically stated, the written approval of the Director of the Pima County Department of Natural Resources, Parks and Recreation.

21. Definitions: Any reference to Stewards in this Agreement includes Stewards' Representative where appropriate.
22. Applicable Law. This Agreement will be interpreted and enforced under the laws of the State of Arizona. Any court action brought pursuant to this Agreement must be filed and maintained in a court in Pima County, Arizona.

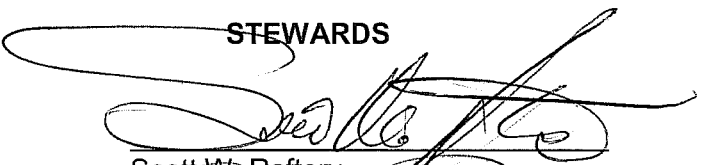
In witness whereof, the Parties have executed this Agreement as of the dates written below

PIMA COUNTY

Chair, Board of Supervisors

Date

STEWARDS



Scott W. Raftery



Cheri Raftery

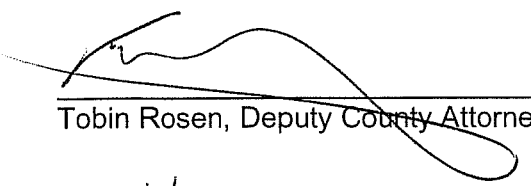
4/13/16
Date

ATTEST

Clerk of Board

Date

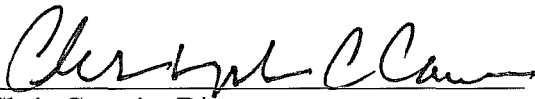
APPROVED AS TO FORM



Tobin Rosen, Deputy County Attorney


4/6/16
Date

Recommended to the Board of
Supervisors for Approval:

By 

Chris Cawein, Director

Pima County Natural Resources, Parks and Recreation

By 

Neil Konigsberg, Manager

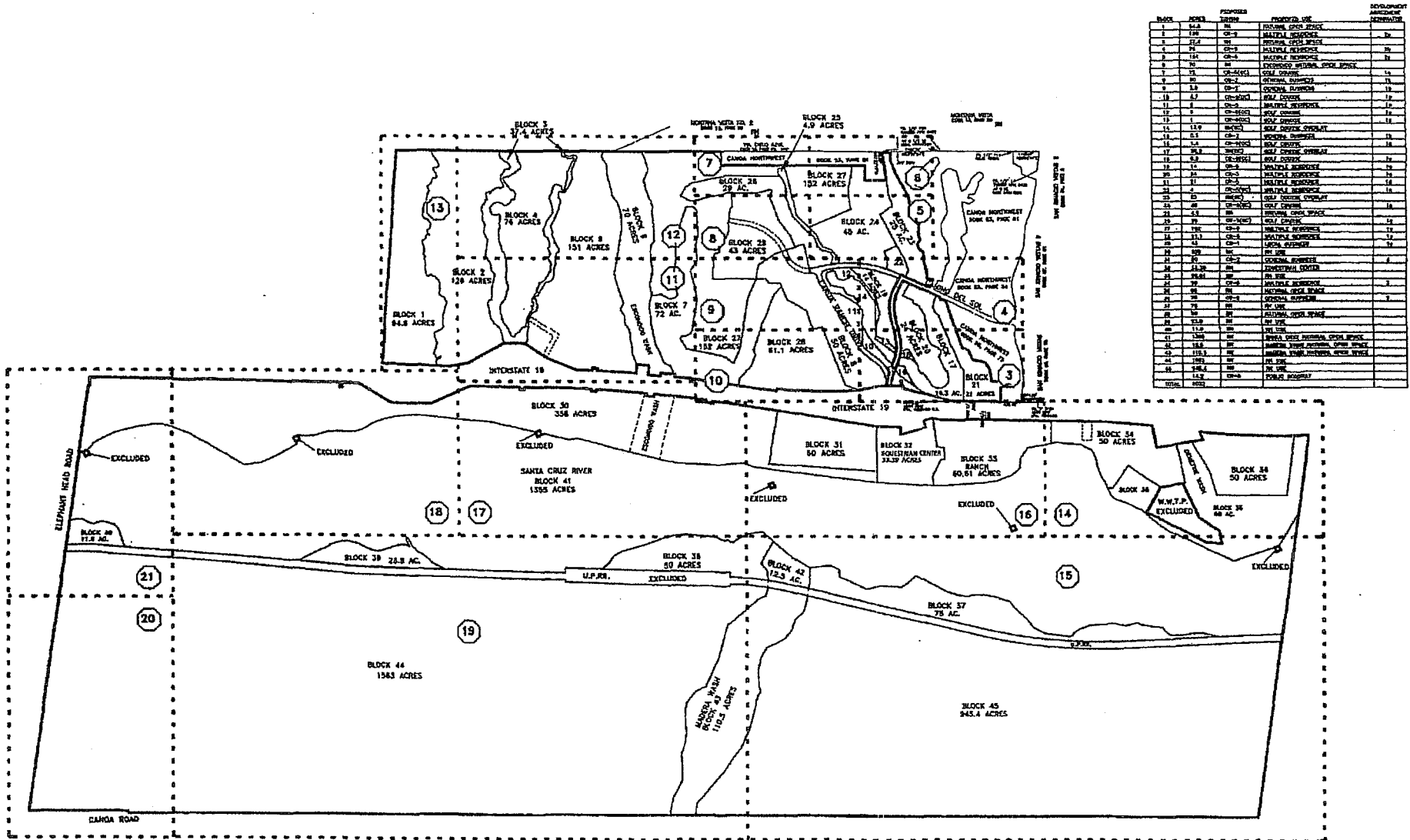
Real Property Services

EXHIBIT A-1

For performance of business activities Stewards have authority to utilize all of Block 32 of CANOA RANCH, a subdivision of Pima County, Arizona, according to the map or plat thereof of record in the office of the County Recorder of Pima County, in book 54 of Maps and Plats at Page 74 thereof.

Stewards will be provided access to the other areas within the Raul M. Grijalva Canoa Ranch Conservation Park to complete their steward duties.

ANNOTATED COPY



Block	Acres	Proposed Use	Development
1	84.8	Residential	120
2	120	Residential	120
3	17.4	Residential	120
4	74	Residential	120
5	4.9	Residential	120
6	101	Residential	120
7	72	Residential	120
8	43	Residential	120
9	118	Residential	120
10	81.1	Residential	120
11	21	Residential	120
12	12.3	Residential	120
13	12.3	Residential	120
14	50	Residential	120
15	50	Residential	120
16	50	Residential	120
17	50	Residential	120
18	50	Residential	120
19	50	Residential	120
20	50	Residential	120
21	50	Residential	120
22	50	Residential	120
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33	50	Residential	120
34	50	Residential	120
35	50	Residential	120
36	50	Residential	120
37	50	Residential	120
38	50	Residential	120
39	50	Residential	120
40	50	Residential	120
41	50	Residential	120
42	50	Residential	120
43	50	Residential	120
44	50	Residential	120
45	50	Residential	120

The WLB Group, Inc. Engineering Planning Surveying Landscape Architecture Urban Design
 Offices located in Tucson, Phoenix, San Diego, and San Jose, CA
 4444 East Broadway Tucson, Arizona (602) 997-7400



CANOA RANCH

A PORTION OF THE SAN IGNACIO DE LA CANOA LAND GRANT
 LYING WITHIN PROTRACTED SECTIONS 34, 35, 10, 17, 18, 20, 29 & 30,
 T18S, R13E, G.S.R.M., PIMA COUNTY, ARIZONA

C99-01-01
 P1201-035
 MAY 4, 2001
 WLB NO. 197028-AD01-0105

Exhibit B

Persons Permitted to Reside on property and Relationships with Stewards

Scott W. and Cheri Raftery and children

Domestic Pets or Livestock Permitted on Property

Dog, cats, horses, cattle, and other livestock for short periods of time used for NRPR/Stewards cooperative events

Vehicles, Recreation vehicles, trailers, campers, boats, Trailers, etc. permitted on the property

Personal Vehicles, Recreation vehicles, trailers, campers, boats, belonging to the stewards, and other types of vehicles for short periods of time used for NRPR/Stewards cooperative events

Exhibit C

Contact Information

Hazards to Natural Resources on Property or other Emergencies

Robert Vaughn
Special Projects and Trades Division Manager
Canoa Ranch Manager
Pima County Natural Resources, Parks and Recreation
520-349-6097
(Office Phone) 520-724-5109
robert.vaughn@pima.gov

Damage to structures on property, well issues, and property access issues

Robert Vaughn
Special Projects and Trades Division Manager
Canoa Ranch Manager
Pima County Natural Resources, Parks and Recreation
520-349-6097
(Office Phone) 520-724-5109
robert.vaughn@pima.gov

Payment of Rent

Rita Leon
Pima County Real Property Services
201 N. Stone Ave., 6th Floor
Tucson AZ, 85701
Phone 520-7246462
Rita.Leon@pima.gov

EXHIBIT D

Exhibit D											
Monthly Caretaker Report											
Historic Canoa Ranch											
Date: _____											
Block 34		Inspections		Comments	Maintenance Performed		Labor Hrs./Days		Materials/Costs		
YES	NO	YES	NO								
Utilities Water/Elec											
Barn/Stalls											
Entry Road											
Service Roads											
Arena Fencing											
Other											
Raul M. Grijalva Canoa Ranch Conservation Park											
		Inspections		Comments	Maintenance Performed		Labor Hrs./Days		Materials/Costs		
YES	NO	YES	NO								
Fencing											
EQ Center Well											
Roads											
Flood Berms											
Perimeter Gates											
Number of Days Off Property During Month _____											
List any Vandalism discovered on RMGCRCP property											

List any Trespassing discovered on RMGCRCP property											

NRPR/Sheriff Called		Yes	No	Time							