



Town of FOUNTAIN HILLS
16705 East Avenue of the Fountains
Fountain Hills, Arizona 85268

**ADMINISTRATION DEPARTMENT
CONTRACT FOR INDIVIDUAL SERVICES**

Date: July 1, 2013 Name of Service: Linda Crocker

It is agreed by and between Town of Fountain Hills Administration Department of Fountain Hills, Arizona, hereinafter referred to as "Town", and Linda Crocker hereinafter referred to as "Second Party", as follows: That Second Party agrees to perform for Town the service or services described below, and the Town agrees to pay the Second Party for such services as provided below.

- 1. Person who will provide service:
- 2. **VENDOR #: 410**

Name: Linda Crocker EIN: [REDACTED]
 Address: [REDACTED] N. Lynch City: Mesa State: AZ Zip: 85207
 Home Phone: [REDACTED] Cell Phone: [REDACTED] Fax: [REDACTED]

- 3. **Services to be performed:**
 - a. Town Council [Special, Regular, Work-Study] meeting audio transcription for fiscal year 2013-14; and Special Districts EMCFD & CMD meeting audio transcription for fiscal year 2013-14, as necessary.
 - b. Draft minutes are to be provided no later than Tuesday 8 a.m. after the date of the meeting. *Town Council meets the first and third Thursdays of each month with work-study sessions held the 2nd Tuesday of each month, when discussion topics are assigned.*
 - c. Draft Town Council Work-Study meeting minutes are to be provided no later than Monday 8 a.m. following the date of the Tuesday work-study meeting.
 - d. Draft Special Town Council meeting minutes are to be provided no later than 4 business days following the meeting date.

- 4. **Temporary Services to be conducted for the following period:**
 - a. Hours: N/A Days/Frequency: N/A

5. **Facility or location where services will be provided:** [REDACTED] N. Lynch, Mesa, AZ 85207

- 6. **Payment:**
 - a. The Town shall pay \$29.00 per hour/4 hr. min. for services rendered.
 - b. Payment for transcription services shall be made by the 20th of each month following delivery of transcription.

The Second Party does not participate in any fringe benefits of the Town.

- 7. **The Second Party, in performing the above services, is acting as an independent contractor and is not an employee of the Town of Fountain Hills. Town may cancel activity if necessary and contract is void.**

Linda J. Crocker
 Linda Crocker (Second Party)

7-17-2013
 Date

Bevelyn J. Bender
 Bevelyn J. Bender
 Town Clerk

Julie Ghetti
 Julie Ghetti
 Finance Director

RECEIVED
JUL 22 2013
 FOUNTAIN HILLS
 ACCOUNTS PAYABLE

TCLSG-6402

Att: Bev Bender
480-8311-3145