

# COUNCIL MEETING AGENDA

TUESDAY, MARCH 25, 2014

Members may attend in person or by telephone

Ed Foster, Mayor  
Michael Jewitt, Vice Mayor

Carol Kelley  
Mark Orgeron  
Monica Timberlake

Norma Crooks  
Mary Scott

**Quartzsite Town Hall  
Council Chambers  
465 North Plymouth Avenue  
Quartzsite, Arizona**

**Regular Meeting  
9:00 a.m.**

### ***SPEAKING TO THE COUNCIL***

*If you are interested in speaking to the Council during Public Hearings, Communications from Citizens, or other designated agenda items, you must fill out a speaker card (located on the table inside the front entrance to the Council Chambers) and deliver it to the Town Clerk prior to the convening of the meeting. Each individual will be limited to three (3) minutes for their remarks.*

*All persons attending the Council meeting, whether speaking to the Council or not, are expected to observe the Council Rules, as well as the rules of politeness, propriety, decorum and good conduct. Any person interfering with the meeting in any way, or acting rudely or loudly, will be asked to leave.*

### ***CELL PHONES AND RECORDING DEVICES***

*As a courtesy to others please turn off or silence all cell phones or pagers. Reporters or others with recording devices need to be staged at the back of the public seating area.*

***The times listed for agenda items are estimated.  
Items may be discussed earlier or in a different sequence.***

<b>Est. Time</b>	<b>AGENDA ITEM</b>	<b>COUNCIL ACTION</b>
9:00	<b>CALL TO ORDER OF REGULAR MEETING</b>	
9:00 – 9:05	<b>INVOCATION AND PLEDGE OF ALLEGIANCE</b> <i>The invocation may be offered by a person of any religion, faith, belief or non-belief. Interested persons should contact the Clerk for further information.</i>	
9:05 – 9:06	<b>ROLL CALL</b>	
9:06 – 9:07	<b>APPROVAL/AMENDMENT OF AGENDA</b>	Discussion, possible action by MOTION.
	<b>PRESENTATIONS; PROCLAMATIONS</b>	

9:07 – 9:10	1.	<b>PROCLAMATION</b> – Pay it Forward Day, Thursday, April 24, 2014.	
9:10 – 9:15	2.	<b>PRESENTATION</b> – Governor’s Office of Highway Safety (GOHS) – GOHS grant award to the Town of Quartzsite Police Department.	
9:15 – 9:20	3.	<b>PRESENTATION</b> – Report on the Grand Gathering.	
9:20 – 9:25		<p><b>CONSENT AGENDA</b></p> <p><i>All items listed below are considered consent calendar items and may be approved by a single motion unless removed at the request of Council for further discussion/action. Other items on the agenda may be added to the consent calendar and approved under a single motion.</i></p>	
	4-a.	<b>LEDGER OF ACCOUNTS PAID</b> – Consider approval of check series 37065-37141, totaling \$136,316.52.	Discussion; possible action by MOTION; may be acted upon with single motion.
	4-b.	<b>MINUTES</b> – Consider approval of the minutes of the Special Meeting of February 19, 2014, the Regular Meeting of February 25, 2014, the Regular Meeting of March 11, 2014 and the Special Meeting of March 19, 2014.	Discussion; possible action by MOTION; may be acted upon with single motion.
	4-c.	<b>ORDINANCE CHANGING THE TOWN COUNCIL REGULAR MEETING TIME</b> – Consider approval of an ordinance amending the Town Code, Chapter 2 Mayor and Council, Article 2-4 Council Procedure, Section 2-4-1 Regular Meetings, setting the Town Council regular meeting time to the second and fourth Tuesday of each month at 7:00 p.m.	Discussion; possible action by MOTION; may be acted upon with single motion.

		<p align="center"><b>PUBLIC HEARING</b></p> <p><i>If no requests to speak have been submitted, Items will be heard at one Public Hearing. Items may be heard separately if requested by a member of the Council or if a request to speak has been submitted. Comments will be heard from those in support of or in opposition to an item. Hearings may be held prior to the estimated time indicated on the Agenda.</i></p> <p><i>In order to comment on a Public Hearing Item, you must fill out a public comment form, indicating the Item Number on which you wish to be heard. <b>There is a 3 minute limit for each speaker.</b></i></p> <p><i>Once the hearing is closed, there will be no further public comment unless requested by a member of the Council. After the Public Hearing, the Council may act on all items not requiring additional staff, public or Council Member comment with a single vote.</i></p>	
9:25 – 9:45	5.	<p><b>TRANSIT GRANT FUNDING – PUBLIC HEARING</b> - Authorize the filing of an application for FTA Sections 5310 and 5311 funding, committing the necessary local match for the project and stating the assurance of the Town of Quartzsite to complete the project upon receipt of the FTA Sections 5310, and 5311 funding.</p>	Hearing; discussion; possible action by MOTION.
		<p align="center"><b>ADMINISTRATIVE ITEMS</b></p> <p><i>Administrative items are for Council discussion and action. It is at the discretion of the majority of the Council regarding public input requests on any Administrative Item. Persons wishing to speak on an Administrative Item should complete a Request to Speak Form and indicate the Item they wish to address. Council may or may not accept public comment.</i></p>	
9:45 – 9:55	6.	<p><b>WESTERN ARIZONA COUNCIL OF GOVERNMENTS (WACOG) LA PAZ COUNTY ADVISORY COUNCIL (LPCAC)</b> – Discussion and possible action to fulfill request to appoint an elected official to serve on the LPCAC.</p>	Discussion; possible action by MOTION.

9:55 – 10:00	7.	<b>TOWN MANAGER CONTRACT</b> – Consideration and possible approval of employment agreement with Skylor Miller as Town Manager.	Discussion; possible action by MOTION.
10:00 – 10:05	8.	<b>EMPLOYMENT CONTRACT EXTENSION</b> - Discussion and possible approval of an extension to the employment contract between the Town and Laura Bruno, as requested by the new Town Manager, to provide for an orderly transition.	Discussion; possible action by MOTION.
10:05 – 10:25	9.	<b>EXECUTIVE SESSION</b> Executive session pursuant to A.R.S. § 38-431.03(A)(1) and (A)(3) for discussion and consideration of appointment of candidates for police chief (Richard Paterson, Gary Newton, Frederick Smith, James Spurgeon, Hilario Tanakeyowma and Ned Hyduke II) and for legal advice with the Town Attorney regarding same.	
		<b>RETURN TO OPEN SESSION</b>	
		<b>COMMUNICATIONS</b>	
10:25 – 10:30	10.	Announcements and Reports from the MAYOR on current events.	
10:30 - 10:35	11.	Announcements and Reports from the COUNCIL on current events.	
10:35 - 10:40	12.	Reports from the TOWN MANAGER to the Council.	
10:40 - 10:55		<b>COMMUNICATIONS FROM CITIZENS</b> <i>At this time, members of the public may comment on matters within the jurisdiction of the Town but not on the agenda. For the official record, individuals must state their name. <b>There is a 3 minute limit for each speaker.</b> The Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.</i>	
10:55		<b>ADJOURN</b>	MOTION to adjourn.

**Certification of Posting**

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations:  
Quartzsite Town Hall, 465 N. Plymouth Ave, Quartzsite, AZ, U.S. Post Office, 80 W. Main Street, Quartzsite, AZ and The Senior Center, 40 Moon Mountain Ave, Quartzsite, AZ, on the \_\_\_\_\_ day of \_\_\_\_\_, 2014, at \_\_\_\_\_ a.m./p.m. in accordance with the statement filed by the Town of Quartzsite with the Town Clerk, Town of Quartzsite.

By: \_\_\_\_\_, Town Clerk's Office.

**TOWN OF QUARTZSITE**

**COMMON COUNCIL**

**PROCLAMATION**

**PAY IT FORWARD DAY**

**APRIL 24, 2014**

*WHEREAS, the aim of the Pay it Forward concept is to promote community spirit through intentional acts of kindness; and*

*WHEREAS, the Pay it Forward novel, written by Catherine Ryan Hyde in 2000, has inspired the creation of a movie, a non-profit foundation, and a movement that has been vital in inspiring millions of good deeds all over the world; and,*

*WHEREAS, Pay it Forward Day was created in 2007 in Australia to further the altruistic movement of goodwill; and*

*WHEREAS, Pay it Forward Day encourages people to do good deeds for others without asking for anything in return except for the recipients to pay it forward to others in need; and*

*WHEREAS, together we can make a difference by creating positive change in our community and world – one good deed at a time;*

*THEREFORE, BE IT RESOLVED that we, the Common Council, of the Town of Quartzsite, do hereby proclaim Thursday, April 24, 2014, as Pay it Forward Day, and urge all citizens to observe this day with activities and acts of kindness that demonstrate and celebrate selfless giving.*

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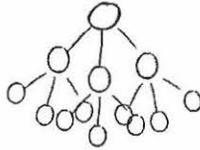
*Ed Foster, Mayor*

**ATTEST:**

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*Tina M. Abriani, Town Clerk*

*Given under my hand in these free United States in the Town of Quartzsite, Arizona, on the 25<sup>th</sup> day of March in the year Two Thousand Fourteen; and to which I have caused the Seal of the Town of Quartzsite to be affixed and have made this proclamation public.*



Inspired by the movie 'Pay it Forward' starring Kevin Spacey and Helen Hunt, Pay it Forward Day involves people performing random acts of kindness for others without expecting anything in return. Instead, recipients are instructed to 'pay the kindness forward' to others in need, essentially creating a positive ripple effect of giving.

Pay it Forward Day has spread to **60 countries** inspiring over **500,000 random acts of kindness**. There have been over **30 state and city proclamations** for the day and 100's of schools and businesses are now involved. It is a global phenomenon featured on numerous radio stations, magazines, newspapers and on television networks including:



It has produced some wonderful random acts of kindness too. One lady received a \$10,000 donation from a complete stranger so she could have a liver operation she couldn't afford. Another boy noticed a parking meter was expired. He convinced his mother to top up the meter so that one car owner avoided a \$79 fine.

The founder of "Pay it Forward Day" Mr Blake Beattie, says "he is overwhelmed at the support. Of course we should be paying it forward every day, but many of us get so caught up in the busyness of every day life that we lose sight of what is most important. Pay it Forward Day is a great reminder of the positive energy that occurs when we give to others."

**So how big does each good deed need to be?**

It can be as big or small as you would like to make it; from helping a stranger with their groceries to buying a meal for a homeless person or not charging a client for work. The aim is to simply put a smile on someone else's face and feel good about what you've done for someone else. After each good deed is performed recipients receive a Pay it Forward Day card. This card explains what the day is

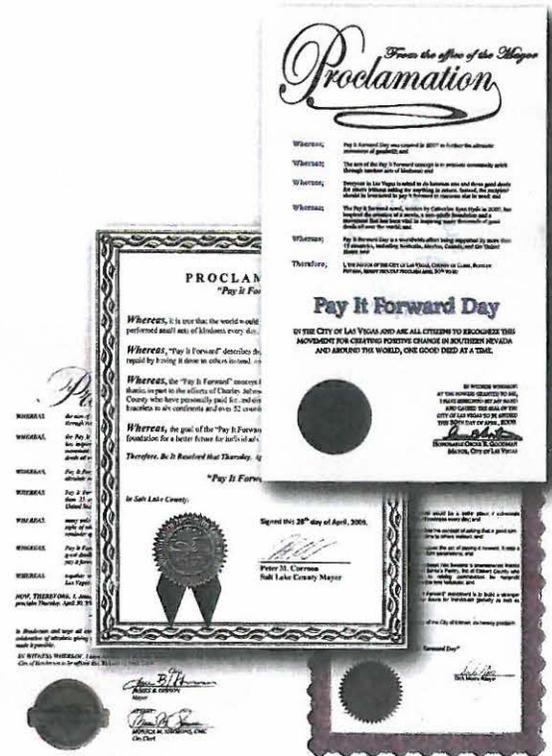
all about and has 28 boxes to be ticked off as the card travels forward to each recipient.

**So how can you get involved?**

- ▶ Become a Pay it Forward Champion and help spread the word.
- ▶ Become a company sponsor or school advocate and show the community you care about making a difference.
- ▶ Participate on the day and perform some wonderful random acts of kindness.

**"Together we can make a difference and change the world, one good deed at a time."**

Visit the Pay it Forward Day website where you can download free pay it forward cards and flyers, read inspiring stories and watch inspiring videos. [www.payitforwardday.com](http://www.payitforwardday.com)



## Ideas on Paying It Forward

You may be just one person in this world, but to one person, at one time, you are the world. Imagine if each individual looked for the opportunity to help others each day. Imagine the difference that would make.

*“If you can’t feed a hundred people, then just feed one.”* Mother Teresa

**Can for kindness** – you can collect cans of non perishable foods and give to refuge or other organization who would benefit

**Soap Saver** – Getting a bunch of people who all travel for work and stay at lots of hotels to donate the free soap, shampoo and conditioner towards a group that would benefit

**Book Giving** – Collect books and distribute to needy groups (which might be in a poor country)

**Charity Day** – Sausage sizzle, selling chocolates etc. to raise money for a local charity in need

**Hospital** – many patients have to pay for the use of the television.....perhaps you can ask the company involved to offer discounted or free TV for patients on PIFD

**Buying the train or bus ticket for the person behind you** (+give them a card)

**Donating some of your professional services** to someone in need on the day – free hour consultation / etc....

**Buy a stranger a cup of coffee** and leave a Pay it Forward card for them

**On a rainy day, buy a few umbrella’s** and give them to those who don’t have one and are getting wet.

You could attach a Pay it Forward Card to the umbrella

Visit your local church and ask if there is any family that might need your help

You may consider becoming a Pay it Forward champion and promoting the day to your local community. That way, more people of all ages are inspired to pay the kindness forward

The possibilities are endless.

*“Be the change you want to see in the world.”* Ghandi

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## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, March 25, 2014

**Agenda Item #4-a.** Consider approval of check series 37065-37141, totaling \$136,316.52.

**Summary:** The Quartzsite Town Council Procedure Policy states that at least once each month the Council shall review a list of all the bills paid, and may ask for clarification at any time.

The Procedure Policy also states the Council should designate the check numbers being approved.

**Responsible Person:** Laura Bruno, Town Manager

**Attachment:** Ledger of Accounts Paid: check series 37065-37141, totaling \$136,316.52.

**Action Requested:** Motion to approve the Ledger of Accounts Paid; Check series - 37065-37141, totaling \$136,316.52.

**Quartzsite Town Council Meeting of  
MARCH 25, 2014  
Check Register/ Revenue/ Consent Agenda**

**Horizon Community Bank- Begin Ck# 37065 - 37141**

**Balances on all cash accounts as of March 20, 2014**

<b>Checking Account</b>	<b>\$</b>	<b>2,374,752.36</b>
<b>LGIP Account</b>	<b>\$</b>	<b>686,505.95</b>
<b>WIFA Debt Reserve Account</b>	<b>\$</b>	<b>187,855.43</b>

<b>Total Expensed Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>202,504.38</b>
<b>Total Payroll for Pay Period Ending 03/01/14</b>	<b>\$</b>	<b>66,187.86</b>
<b>YTD Total Revenue Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>1,089,318.98</b>
<b>YTD Total Sewer Cap Revenue as of 03/20/14</b>	<b>\$</b>	<b>3,252.72</b>
<b>YTD Total Sewer Sales Revenue as of 03/20/14</b>	<b>\$</b>	<b>608,238.28</b>
<b>YTD Total Water Cap Revenue as of 03/20/14</b>	<b>\$</b>	<b>5,346.44</b>
<b>YTD Total Water Sales Revenue as of 03/20/14</b>	<b>\$</b>	<b>472,481.54</b>

## Report Criteria:

Report type: GL detail

Check.Check Number = 37065-37141

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37065</b>						
03/12/2014	37065	Alsco - Steiner Corp	262.93	Cleaning Services for PW Dept	03-220-5035	262.93
Total 37065:			262.93			
<b>37066</b>						
03/12/2014	37066	Amanda Lilly	20.00	Dry cleaning services for Robe	01-150-5019	20.00
03/12/2014	37066	Amanda Lilly	203.25	Per Diem: New Judge Orientation	01-150-5043	203.25
Total 37066:			223.25			
<b>37067</b>						
03/12/2014	37067	APS	278.45	Electric Service	38-182-5048	278.45
Total 37067:			278.45			
<b>37068</b>						
03/12/2014	37068	Auto Safety House	4,557.90	Utility Vehicle Bed for PW	03-220-5029	4,557.90
03/12/2014	37068	Auto Safety House	614.80	Utility Vehicle Bed for PW	15-500-5061	614.80
03/12/2014	37068	Auto Safety House	614.80	Utility Vehicle Bed for PW	16-550-5061	614.80
Total 37068:			5,787.50			
<b>37069</b>						
03/12/2014	37069	Berry & Branch PLLC	8,067.60	Special Council Svc Jan 2013	01-120-5072	8,067.60
Total 37069:			8,067.60			
<b>37070</b>						
03/12/2014	37070	Blue Cross& Blue Shield O	1,747.58	Employee Payroll Deduction	01-000-2208	1,747.58
03/12/2014	37070	Blue Cross& Blue Shield O	586.22	Mayor & Council	01-110-5016	586.22
03/12/2014	37070	Blue Cross& Blue Shield O	1,303.45	Admin/Finance	01-130-5016	1,303.45
03/12/2014	37070	Blue Cross& Blue Shield O	3,673.77	Police	01-140-5016	3,673.77
03/12/2014	37070	Blue Cross& Blue Shield O	1,547.00	Magistrate	01-150-5016	1,547.00
03/12/2014	37070	Blue Cross& Blue Shield O	719.10	Community Development	01-160-5016	719.10
03/12/2014	37070	Blue Cross& Blue Shield O	979.37	Library	01-170-5016	979.37
03/12/2014	37070	Blue Cross& Blue Shield O	502.48	Parks	01-180-5016	502.48
03/12/2014	37070	Blue Cross& Blue Shield O	418.73	Recreation	01-185-5016	418.73
03/12/2014	37070	Blue Cross& Blue Shield O	3,298.99	Public Works	03-220-5016	3,298.99
03/12/2014	37070	Blue Cross& Blue Shield O	209.37	Transit Van	01-230-5016	209.37
03/12/2014	37070	Blue Cross& Blue Shield O	272.17	Cemetery	01-181-5016	272.17
03/12/2014	37070	Blue Cross& Blue Shield O	933.93	WWTP	15-500-5016	933.93
03/12/2014	37070	Blue Cross& Blue Shield O	1,352.63	Water	16-550-5016	1,352.63
Total 37070:			17,544.79			
<b>37071</b>						
03/12/2014	37071	C&D Disposal	103.90	4Yd Commercial Bin Fee (Parks)	01-180-5035	103.90
Total 37071:			103.90			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37072</b>						
03/12/2014	37072	Curtis, Goodwin, Sullivan,	9,204.38	General Council Svcs Feb 2014	01-120-5071	9,204.38
03/12/2014	37072	Curtis, Goodwin, Sullivan,	13,125.01	Special council Svcs Feb 2014	01-120-5072	13,125.01
03/12/2014	37072	Curtis, Goodwin, Sullivan,	446.52	Special council Svcs Feb 2014	01-120-5072	446.52
03/12/2014	37072	Curtis, Goodwin, Sullivan,	56.21	Special council Svcs Feb 2014	01-120-5072	56.21
Total 37072:			22,832.12			
<b>37073</b>						
03/12/2014	37073	Hach Company	130.80	La Supplies for WWTP	15-500-5050	130.80
Total 37073:			130.80			
<b>37074</b>						
03/12/2014	37074	Hill Brothers Chemical Co.	684.55	Deliver: 6-Chlorine, 2-Sulfur	15-500-5050	684.55
03/12/2014	37074	Hill Brothers Chemical Co.	684.55	6-Chlorine, 2-Sulfur	16-550-5052	684.55
Total 37074:			1,369.10			
<b>37075</b>						
03/12/2014	37075	IIMC	10.00	Addtl Annual Membership Dues	01-130-5051	10.00
Total 37075:			10.00			
<b>37076</b>						
03/12/2014	37076	Jack Pots Portables, Inc.	381.06	Porta Potties for Parks Dept	01-180-5035	381.06
Total 37076:			381.06			
<b>37077</b>						
03/12/2014	37077	Lawson Products, Inc.	47.02	Equip Maint/Repair	03-220-5040	47.02
03/12/2014	37077	Lawson Products, Inc.	47.02	Equip Maint/Repair	15-500-5040	47.02
03/12/2014	37077	Lawson Products, Inc.	47.02	Equip Maint/Repair	16-550-5040	47.02
Total 37077:			141.06			
<b>37078</b>						
03/12/2014	37078	Northern Equipment	338.98	ATV Spot Sprayer for Parks Dept	01-180-5060	338.98
Total 37078:			338.98			
<b>37079</b>						
03/12/2014	37079	Petty Cash	60.03	Interviews for Town Manager: Pas	01-110-5022	60.03
03/12/2014	37079	Petty Cash	8.00	Candy for Council	01-110-5022	8.00
03/12/2014	37079	Petty Cash	48.78	Travel for Meeting	01-130-5021	48.78
03/12/2014	37079	Petty Cash	6.98	Supplies for Admin	01-130-5021	6.98
03/12/2014	37079	Petty Cash	24.25	1099 Misc Forms	01-130-5021	24.25
03/12/2014	37079	Petty Cash	8.00	Parking Fee for Trng	01-130-5043	8.00
03/12/2014	37079	Petty Cash	8.00	Parking Fee for Trng	03-220-5043	8.00
03/12/2014	37079	Petty Cash	20.00	Per Diem for Trng PW Dept	03-220-5043	20.00
03/12/2014	37079	Petty Cash	13.96	Supplies for Magistrate Court	01-150-5022	13.96
03/12/2014	37079	Petty Cash	20.00	Magistrate Ciurt: Travel for Trainin	01-150-5043	20.00
03/12/2014	37079	Petty Cash	7.00	Fuel for Transit	01-230-5024	7.00
03/12/2014	37079	Petty Cash	23.25	Fingerprinting for New Employee	01-185-5035	23.25
03/12/2014	37079	Petty Cash	58.81	Supplies for Waste Water Dept	15-500-5048	58.81
03/12/2014	37079	Petty Cash	45.25	Fingerprinting for New Employees	15-500-5035	45.25

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
03/12/2014	37079	Petty Cash	3.13	Postage for Police Dept	01-140-5042	3.13
03/12/2014	37079	Petty Cash	95.48	Janitorial Supplies for Police Dept	01-140-5034	95.48
03/12/2014	37079	Petty Cash	44.89	Supplies for Police Dept	01-140-5021	44.89
Total 37079:			495.81			
<b>37080</b>						
03/12/2014	37080	Pioneer Landscaping Mate	373.09	Landscaping Rock for misc areas	03-220-5029	373.09
03/12/2014	37080	Pioneer Landscaping Mate	393.44	Landscaping Rock-Plymouth/Quai	03-220-5029	393.44
Total 37080:			766.53			
<b>37081</b>						
03/12/2014	37081	Principal Financial Group	1,063.80	Payroll Payables	01-000-2209	1,063.80
03/12/2014	37081	Principal Financial Group	39.66	Cobra Payables	01-000-2300	39.66
03/12/2014	37081	Principal Financial Group	44.24	Employee Dental Insurance	01-110-5016	44.24
03/12/2014	37081	Principal Financial Group	196.16	Employee Dental Insurance	01-130-5016	196.16
03/12/2014	37081	Principal Financial Group	813.77	Employee Dental Insurance	01-140-5016	813.77
03/12/2014	37081	Principal Financial Group	283.75	Employee Dental Insurance	01-150-5016	283.75
03/12/2014	37081	Principal Financial Group	83.64	Employee Dental Insurance	01-160-5016	83.64
03/12/2014	37081	Principal Financial Group	209.25	Employee Dental Insurance	01-170-5016	209.25
03/12/2014	37081	Principal Financial Group	58.99	Employee Dental Insurance	01-180-5016	58.99
03/12/2014	37081	Principal Financial Group	94.28	Employee Dental Insurance	01-185-5016	94.28
03/12/2014	37081	Principal Financial Group	516.40	Employee Dental Insurance	01-181-5016	516.40
03/12/2014	37081	Principal Financial Group	24.58	Employee Dental Insurance	01-230-5016	24.58
03/12/2014	37081	Principal Financial Group	36.87	Employee Dental Insurance	03-220-5016	36.87
03/12/2014	37081	Principal Financial Group	142.64	Employee Dental Insurance	15-500-5016	142.64
03/12/2014	37081	Principal Financial Group	236.92	Employee Dental Insurance	16-550-5016	236.92
Total 37081:			3,844.95			
<b>37082</b>						
03/12/2014	37082	Road Runner Sanitary Sup	17.29	Janitorial Supplies	01-130-5021	17.29
03/12/2014	37082	Road Runner Sanitary Sup	17.29	Janitorial Supplies	38-182-5034	17.29
03/12/2014	37082	Road Runner Sanitary Sup	17.29	Janitorial Supplies	01-160-5034	17.29
03/12/2014	37082	Road Runner Sanitary Sup	17.28	Janitorial Supplies	01-170-5034	17.28
03/12/2014	37082	Road Runner Sanitary Sup	17.28	Janitorial Supplies	03-220-5022	17.28
03/12/2014	37082	Road Runner Sanitary Sup	17.28	Janitorial Supplies	38-182-5034	17.28
03/12/2014	37082	Road Runner Sanitary Sup	17.28	Janitorial Supplies	38-182-5034	17.28
Total 37082:			120.99			
<b>37083</b>						
03/12/2014	37083	Rush Signs	560.00	Vehicle Lettering #1414 & #1406	01-140-5025	560.00
Total 37083:			560.00			
<b>37084</b>						
03/12/2014	37084	Smart & Final	42.73	Snacks for kids	01-185-5095	42.73
Total 37084:			42.73			
<b>37085</b>						
03/12/2014	37085	Tamco Capital Corp.	117.32	Phone System Rental Pmt	01-110-5061	117.32
03/12/2014	37085	Tamco Capital Corp.	592.21	Phone System Rental Pmt	01-130-5061	592.21
03/12/2014	37085	Tamco Capital Corp.	275.77	Phone System Rental Pmt	01-150-5061	275.77

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
03/12/2014	37085	Tamco Capital Corp.	222.95	Phone System Rental Pmt	01-160-5061	222.95
03/12/2014	37085	Tamco Capital Corp.	222.95	Phone System Rental Pmt	01-170-5061	222.95
03/12/2014	37085	Tamco Capital Corp.	170.14	Phone System Rental Pmt	01-185-5061	170.14
03/12/2014	37085	Tamco Capital Corp.	222.95	Phone System Rental Pmt	03-220-5061	222.95
03/12/2014	37085	Tamco Capital Corp.	170.14	Phone System Rental Pmt	15-500-5061	170.14
03/12/2014	37085	Tamco Capital Corp.	170.14	Phone System Rental Pmt	16-550-5061	170.14
Total 37085:			2,164.57			
<b>37086</b>						
03/12/2014	37086	The Police & Sheriffs Press	12.49	Secure ID Card for Police Dept	01-140-5019	12.49
Total 37086:			12.49			
<b>37087</b>						
03/12/2014	37087	Universal Police Supply Co	407.46	Uniform Allowance-R.Ruvalcaba	01-140-5019	407.46
Total 37087:			407.46			
<b>37088</b>						
03/12/2014	37088	Verizon Wireless	46.81	928-580-2579	01-130-5041	46.81
03/12/2014	37088	Verizon Wireless	30.54	928-9163949	01-130-5048	30.54
03/12/2014	37088	Verizon Wireless	35.92	928-916-4638	01-160-5048	35.92
03/12/2014	37088	Verizon Wireless	30.54	928-916-9209	01-170-5048	30.54
03/12/2014	37088	Verizon Wireless	30.54	9289160102	01-180-5048	30.54
03/12/2014	37088	Verizon Wireless	30.54	928-916-7408	01-180-5048	30.54
03/12/2014	37088	Verizon Wireless	46.81	928-580-7846	01-185-5048	46.81
03/12/2014	37088	Verizon Wireless	40.03	928-916-1765	01-185-5048	40.03
03/12/2014	37088	Verizon Wireless	32.53	9289163230	03-220-5048	32.53
03/12/2014	37088	Verizon Wireless	43.45	928-916-4056	01-130-5048	43.45
03/12/2014	37088	Verizon Wireless	30.54	928-916-9652	01-185-5048	30.54
03/12/2014	37088	Verizon Wireless	30.54	928-916-1136	01-180-5048	30.54
03/12/2014	37088	Verizon Wireless	30.54	928-916-7474	16-550-5048	30.54
03/12/2014	37088	Verizon Wireless	86.59	928-916-8432	15-500-5048	86.59
03/12/2014	37088	Verizon Wireless	43.29	928-916-9659	16-550-5048	43.29
03/12/2014	37088	Verizon Wireless	46.48	928-916-9654	16-550-5048	46.48
03/12/2014	37088	Verizon Wireless	30.54	928-916-4106	01-230-5048	30.54
03/12/2014	37088	Verizon Wireless	30.54	928-916-4059	01-230-5048	30.54
03/12/2014	37088	Verizon Wireless	34.85	928-916-1949	01-230-5048	34.85
Total 37088:			731.62			
<b>37089</b>						
03/12/2014	37089	Visa	272.28	HolidayInn: ACS Trng L. Callan 2/	01-150-5043	272.28
03/12/2014	37089	Visa	990.00	Hydraulics Trng for J. Newton	03-220-5043	990.00
03/12/2014	37089	Visa	71.80	DoubleTree: ADOT Mtg J. Collier	01-230-5043	71.80
03/12/2014	37089	Visa	447.96	CrownePlaza: ADOT Wrkshop 2/2	01-230-5043	447.96
03/12/2014	37089	Visa	36.61	Cummins: Manuals for Onan Gen	01-130-5021	36.61
03/12/2014	37089	Visa	36.60	Cummins: Manuals for Onan Gen	01-160-5021	36.60
03/12/2014	37089	Visa	36.60	Cummins: Manuals for Onan Gen	01-150-5021	36.60
03/12/2014	37089	Visa	36.61	Cummins: Manuals for Onan Gen	15-500-5021	36.61
03/12/2014	37089	Visa	36.61	Cummins: Manuals for Onan Gen	16-550-5021	36.61
03/12/2014	37089	Visa	100.58	Times Three Rest: Lunch w/Depar	01-130-5021	100.58
03/12/2014	37089	Visa	205.29	KRain: Sprinklers for Parks Dept	01-180-5086	205.29
03/12/2014	37089	Visa	180.00	Peasonvue: CBI Exam-T. Hooger	01-160-5043	180.00
03/12/2014	37089	Visa	200.00	AZBO: Trng T. Hoogerwerf 4/16-4	01-160-5043	200.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
03/12/2014	37089	Visa	112.91	Hilton: AZBO Trng T. Hoogerwerf	01-160-5043	112.91
03/12/2014	37089	Visa	383.84	ComfortInn: HGN Trng J. Newton	01-140-5043	383.84
03/12/2014	37089	Visa	25.00	AZBO: Annual Membership T. Ho	01-160-5051	25.00
03/12/2014	37089	Visa	595.00	GrantWritingUSA: T. Richardson	03-220-5043	595.00
03/12/2014	37089	Visa	595.00	GrantWritingUSA: A. Daniel 2/24-	01-130-5043	595.00
03/12/2014	37089	Visa	149.32	HolidayInn: Grant Writing A. Dani	01-130-5043	149.32
03/12/2014	37089	Visa	149.32	HolidayInn: Grant Writing T. Richa	03-220-5043	149.32
03/12/2014	37089	Visa	539.00	Expedia: Ntl Judicial College A. Lil	01-150-5043	539.00
03/12/2014	37089	Visa	299.00	Expedia: Traffic Seminar A. Lilly	01-150-5043	299.00
03/12/2014	37089	Visa	650.00	AmBarAssoc:Traffic Court Semina	01-150-5043	650.00
03/12/2014	37089	Visa	40.00	AZ League: Elections Training T A	01-130-5043	40.00
03/12/2014	37089	Visa	40.00	AZ League: Elections Trng A. Dan	01-130-5043	40.00
Total 37089:			6,229.33			
<b>37090</b>						
03/12/2014	37090	Ward Law Offices, PLLC	3,200.00	Prosecutorial Services	01-150-5073	3,200.00
Total 37090:			3,200.00			
<b>37114</b>						
03/20/2014	37114	ADPS	90.61	REFUND: Overpaid on account	99-000-1075	90.61
Total 37114:			90.61			
<b>37115</b>						
03/20/2014	37115	Amanda Lilly	865.00	Per Diem: Traffic Seminar Chicag	01-150-5043	865.00
Total 37115:			865.00			
<b>37116</b>						
03/20/2014	37116	APS	26.00	Street Light-Sunrise & Plymouth	03-220-5049	26.00
Total 37116:			26.00			
<b>37117</b>						
03/20/2014	37117	Arizona Blue Stake, Inc.	39.65	Annual Assessment For La Paz C	03-220-5051	39.65
03/20/2014	37117	Arizona Blue Stake, Inc.	39.65	Annual Assessment For La Paz C	15-500-5051	39.65
03/20/2014	37117	Arizona Blue Stake, Inc.	39.65	Annual Assessment For La Paz C	16-550-5051	39.65
Total 37117:			118.95			
<b>37118</b>						
03/20/2014	37118	ClassicPlan Premium Fina	1,017.78	Liability Insurance	01-185-5046	1,017.78
03/20/2014	37118	ClassicPlan Premium Fina	2,035.55	Liability Insurance	01-130-5046	2,035.55
03/20/2014	37118	ClassicPlan Premium Fina	4,834.41	Liability Insurance	01-140-5046	4,834.41
03/20/2014	37118	ClassicPlan Premium Fina	763.33	Liability Insurance	01-150-5046	763.33
03/20/2014	37118	ClassicPlan Premium Fina	763.33	Liability Insurance	01-170-5046	763.33
03/20/2014	37118	ClassicPlan Premium Fina	9,414.39	Liability Insurance	03-220-5046	9,414.39
03/20/2014	37118	ClassicPlan Premium Fina	1,272.22	Liability Insurance	01-230-5046	1,272.22
03/20/2014	37118	ClassicPlan Premium Fina	3,053.31	Liability Insurance	15-500-5046	3,053.31
03/20/2014	37118	ClassicPlan Premium Fina	2,289.99	Liability Insurance	16-550-5046	2,289.99
Total 37118:			25,444.31			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37119</b>						
03/20/2014	37119	Colby & Powell, PLC	10,000.00	Preparation of Audited Financial S	01-130-5032	10,000.00
Total 37119:			10,000.00			
<b>37120</b>						
03/20/2014	37120	Connected Computer & Re	1,650.00	Library	01-170-5035	1,650.00
Total 37120:			1,650.00			
<b>37121</b>						
03/20/2014	37121	Cyle Johnson Electric	679.44	Parts & Labor: Replace Cord	15-500-5091	679.44
Total 37121:			679.44			
<b>37122</b>						
03/20/2014	37122	Employers Direct Health	8.56	Mayor & Council	01-110-5016	8.56
03/20/2014	37122	Employers Direct Health	26.14	Admin	01-130-5016	26.14
03/20/2014	37122	Employers Direct Health	87.97	Police	01-140-5016	87.97
03/20/2014	37122	Employers Direct Health	30.91	Magistrate	01-150-5016	30.91
03/20/2014	37122	Employers Direct Health	19.02	P & Z	01-160-5016	19.02
03/20/2014	37122	Employers Direct Health	21.40	Library	01-170-5016	21.40
03/20/2014	37122	Employers Direct Health	11.41	Park	01-180-5016	11.41
03/20/2014	37122	Employers Direct Health	9.51	Recreation	01-185-5016	9.51
03/20/2014	37122	Employers Direct Health	65.14	Public Works	03-220-5016	65.14
03/20/2014	37122	Employers Direct Health	4.76	Van	01-230-5016	4.76
03/20/2014	37122	Employers Direct Health	6.18	Cemetery	01-181-5016	6.18
03/20/2014	37122	Employers Direct Health	25.68	WWTP	15-500-5016	25.68
03/20/2014	37122	Employers Direct Health	35.19	Water	16-550-5016	35.19
Total 37122:			351.87			
<b>37123</b>						
03/20/2014	37123	Foster Electric, Inc	100.00	Pump-Homa 5.5HP , 1750RPM 3/	15-500-5060	100.00
Total 37123:			100.00			
<b>37124</b>						
03/20/2014	37124	Idexx Distribution, Inc.	230.19	Lab Supplies	16-550-5052	230.19
Total 37124:			230.19			
<b>37125</b>						
03/20/2014	37125	John Andoh	420.00	Nov 2013 Transit Assistance	01-230-5032	420.00
03/20/2014	37125	John Andoh	420.00	Dec 2013 Transit Assistance	01-230-5032	420.00
03/20/2014	37125	John Andoh	420.00	Jan 2014 Transit Assistance	01-230-5032	420.00
Total 37125:			1,260.00			
<b>37126</b>						
03/20/2014	37126	Jorge Moreiro Cifuentes	382.56	Permit Refund	01-000-4210	382.56
Total 37126:			382.56			
<b>37127</b>						
03/20/2014	37127	Law Office Of Fred H. Welc	2,598.75	Indigent Defense Attorney Fees	01-150-5074	2,598.75

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 37127:			2,598.75			
<b>37128</b>						
03/20/2014	37128	Lori Callan	74.00	Per Diem: Training in Phoenix	01-150-5043	74.00
Total 37128:			74.00			
<b>37129</b>						
03/20/2014	37129	Milligan Lawless, P.C.	57.00	Special Council Services	01-120-5072	57.00
Total 37129:			57.00			
<b>37130</b>						
03/20/2014	37130	Northern Safety Co.	51.95	Safety Glass for Parks	01-180-5022	51.95
Total 37130:			51.95			
<b>37131</b>						
03/20/2014	37131	Pioneer Landscaping Mate	400.33	Quail Trail/Plymouth intersection	03-220-5029	400.33
Total 37131:			400.33			
<b>37132</b>						
03/20/2014	37132	Pitney Bowes Inc	674.05	Quarterly Postal Meter Rental	01-130-5038	674.05
Total 37132:			674.05			
<b>37133</b>						
03/20/2014	37133	Quill Corporation	153.30	Office Supplies: Admin	01-130-5021	153.30
03/20/2014	37133	Quill Corporation	35.67	Office Supplies: Court	01-150-5021	35.67
03/20/2014	37133	Quill Corporation	14.19	Office Supplies: Comm Develop	01-160-5021	14.19
03/20/2014	37133	Quill Corporation	162.43	Office Supplies: Police Dept	01-140-5022	162.43
03/20/2014	37133	Quill Corporation	11.82	Office Supplies: PW Dept	03-220-5022	11.82
03/20/2014	37133	Quill Corporation	113.89	Office Supplies:WW Dept	15-500-5021	113.89
03/20/2014	37133	Quill Corporation	83.75	Office Supplies: Water Dept	16-550-5021	83.75
Total 37133:			575.05			
<b>37134</b>						
03/20/2014	37134	Road Runner Sanitary Sup	17.61	Janitorial Supplies--Admin	01-130-5021	17.61
03/20/2014	37134	Road Runner Sanitary Sup	55.31	Janitorial Supplies (Police)	01-140-5034	55.31
03/20/2014	37134	Road Runner Sanitary Sup	17.60	Janitorial Supplies (Magistrate)	01-150-5034	17.60
03/20/2014	37134	Road Runner Sanitary Sup	17.60	Janitorial Supplies (P & Z)	01-160-5034	17.60
03/20/2014	37134	Road Runner Sanitary Sup	17.60	Janitorial Supplies (Library)	01-170-5034	17.60
03/20/2014	37134	Road Runner Sanitary Sup	29.03	Janitorial Supplies (PW)	03-220-5022	29.03
03/20/2014	37134	Road Runner Sanitary Sup	17.61	Janitorial Supplies (WWTP)	15-500-5034	17.61
03/20/2014	37134	Road Runner Sanitary Sup	17.61	Janitorial Supplies (Water)	16-550-5034	17.61
03/20/2014	37134	Road Runner Sanitary Sup	49.38	Janitorial Supplies (Rec/CDBG)	01-185-5034	49.38
Total 37134:			239.35			
<b>37135</b>						
03/20/2014	37135	TDS Telecom	324.78	Phone Services	01-130-5048	324.78
03/20/2014	37135	TDS Telecom	324.78	Phone Services	V 01-130-5048	324.78
03/20/2014	37135	TDS Telecom	727.33	Phone Services	01-140-5048	727.33

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
03/20/2014	37135	TDS Telecom	727.33-	Phone Services	V 01-140-5048	727.33-
03/20/2014	37135	TDS Telecom	237.01	Phone Services	01-150-5048	237.01
03/20/2014	37135	TDS Telecom	237.01-	Phone Services	V 01-150-5048	237.01-
03/20/2014	37135	TDS Telecom	60.74	Phone Services	01-160-5048	60.74
03/20/2014	37135	TDS Telecom	60.74-	Phone Services	V 01-160-5048	60.74-
03/20/2014	37135	TDS Telecom	283.54	Phone Services	01-170-5048	283.54
03/20/2014	37135	TDS Telecom	283.54-	Phone Services	V 01-170-5048	283.54-
03/20/2014	37135	TDS Telecom	171.69	Phone Services	03-220-5048	171.69
03/20/2014	37135	TDS Telecom	171.69-	Phone Services	V 03-220-5048	171.69-
03/20/2014	37135	TDS Telecom	213.87	Phone Services	15-500-5048	213.87
03/20/2014	37135	TDS Telecom	213.87-	Phone Services	V 15-500-5048	213.87-
03/20/2014	37135	TDS Telecom	198.51	Phone Services	16-550-5048	198.51
03/20/2014	37135	TDS Telecom	198.51-	Phone Services	V 16-550-5048	198.51-
03/20/2014	37135	TDS Telecom	324.78	Phone Services	01-130-5048	324.78
03/20/2014	37135	TDS Telecom	324.78-	Phone Services	V 01-130-5048	324.78-
03/20/2014	37135	TDS Telecom	727.33		01-140-5048	727.33
03/20/2014	37135	TDS Telecom	727.33-		V 01-140-5048	727.33-
03/20/2014	37135	TDS Telecom	237.01	Telephone Service	01-150-5048	237.01
03/20/2014	37135	TDS Telecom	237.01-	Telephone Service	V 01-150-5048	237.01-
03/20/2014	37135	TDS Telecom	60.74	Telephone Service	01-160-5048	60.74
03/20/2014	37135	TDS Telecom	60.74-	Telephone Service	V 01-160-5048	60.74-
03/20/2014	37135	TDS Telecom	283.54	Telephone Service	01-170-5048	283.54
03/20/2014	37135	TDS Telecom	283.54-	Telephone Service	V 01-170-5048	283.54-
03/20/2014	37135	TDS Telecom	171.69	Telephone Service	03-220-5048	171.69
03/20/2014	37135	TDS Telecom	171.69-	Telephone Service	V 03-220-5048	171.69-
03/20/2014	37135	TDS Telecom	213.87	Telephone Service	15-500-5048	213.87
03/20/2014	37135	TDS Telecom	213.87-	Telephone Service	V 15-500-5048	213.87-
03/20/2014	37135	TDS Telecom	198.51	Telephone Service	16-550-5048	198.51
03/20/2014	37135	TDS Telecom	198.51-	Telephone Service	V 16-550-5048	198.51-
Total 37135:			.00			
<b>37136</b>						
03/20/2014	37136	Tolmasoff Insurance Agenc	44.00	Premium: 2 disabled air force jets	01-185-5046	44.00
03/20/2014	37136	Tolmasoff Insurance Agenc	88.00	Premium: 2 disabled air force jets	01-130-5046	88.00
03/20/2014	37136	Tolmasoff Insurance Agenc	209.00	Premium: 2 disabled air force jets	01-140-5046	209.00
03/20/2014	37136	Tolmasoff Insurance Agenc	33.00	Premium: 2 disabled air force jets	01-150-5046	33.00
03/20/2014	37136	Tolmasoff Insurance Agenc	33.00	Premium: 2 disabled air force jets	01-170-5046	33.00
03/20/2014	37136	Tolmasoff Insurance Agenc	407.00	Premium: 2 disabled air force jets	03-220-5046	407.00
03/20/2014	37136	Tolmasoff Insurance Agenc	55.00	Premium: 2 disabled air force jets	01-230-5046	55.00
03/20/2014	37136	Tolmasoff Insurance Agenc	132.00	Premium: 2 disabled air force jets	15-500-5046	132.00
03/20/2014	37136	Tolmasoff Insurance Agenc	99.00	Premium: 2 disabled air force jets	16-550-5046	99.00
Total 37136:			1,100.00			
<b>37137</b>						
03/20/2014	37137	Usa Blue Book	163.86	Small tools for Water Dept	16-550-5060	163.86
Total 37137:			163.86			
<b>37138</b>						
03/20/2014	37138	Yuma Printing Co	586.45	Trolley brochures/flyers/stop signs	01-230-5033	586.45
03/20/2014	37138	Yuma Printing Co	368.00	Trolley Season/Day Passes	01-230-5033	368.00
03/20/2014	37138	Yuma Printing Co	418.84	Trolley brochures & Flyers	01-230-5033	418.84

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 37138:			1,373.29			
<b>37139</b>						
03/20/2014	37139	Yuma Winnelson Co.	243.93	System Maintenance	16-550-5050	243.93
Total 37139:			243.93			
<b>37140</b>						
03/20/2014	37140	TDS Telecom	324.78	Phone Services	01-130-5048	324.78
03/20/2014	37140	TDS Telecom	727.33	Phone Services	01-140-5048	727.33
03/20/2014	37140	TDS Telecom	237.01	Phone Services	01-150-5048	237.01
03/20/2014	37140	TDS Telecom	60.74	Phone Services	01-160-5048	60.74
03/20/2014	37140	TDS Telecom	283.54	Phone Services	01-170-5048	283.54
03/20/2014	37140	TDS Telecom	171.69	Phone Services	03-220-5048	171.69
03/20/2014	37140	TDS Telecom	213.87	Phone Services	15-500-5048	213.87
03/20/2014	37140	TDS Telecom	198.51	Phone Services	16-550-5048	198.51
Total 37140:			2,217.47			
<b>37141</b>						
03/20/2014	37141	West Payment Center	430.66	West Law Info Charges	01-150-5051	430.66
Total 37141:			430.66			
Grand Totals:			127,446.64			
Grand Totals:			136,316.52	136,316.52-		.00

Report Criteria:  
 Report type: GL detail  
 Check.Check Number = 37065-37141



## TOWN OF QUARTZSITE

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### **REGULAR COUNCIL MEETING**

Tuesday, March 25, 2014

**Agenda Item #4-b.** Consider approval of the minutes of the Special Meeting of February 19, 2014, the Regular Meeting of February 25, 2014, the Regular Meeting of March 11, 2014 and the Special Meeting of March 19, 2014.

**Summary:** The Town Clerk shall keep the minutes of all meetings of the Common Council. Upon approval by the Council, the Clerk shall enter the approved minutes in a book constituting the official record of the Council.

**Responsible Person:** Tina Abriani, Town Clerk

**Attachment:** Minutes of the Special Meeting of February 19, 2014, the Regular Meeting of February 25, 2014, the Regular Meeting of March 11, 2014 and the Special Meeting of March 19, 2014.

**Action Requested:** Motion to approve the minutes of the Special Meeting of February 19, 2014, the Regular Meeting of February 25, 2014, the Regular Meeting of March 11, 2014 and the Special Meeting of March 19, 2014.

**MINUTES**  
**TOWN OF QUARTZSITE**  
**SPECIAL MEETING OF THE COMMON COUNCIL**  
**WEDNESDAY, FEBRUARY 19, 2014, 9:00 AM**

**CALL TO ORDER:** 9:00 AM

**INVOCATION:** None

**PLEDGE OF ALLEGIANCE:** Led by Council Member Jewitt.

**ROLL CALL:**

**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

**ABSENT:** No one

**STAFF PRESENT:** Laura Bruno, Town Manager; Susan Goodwin, Town Attorney; Tina Abriani, Town Clerk; and Amy Daniel, Deputy Town Clerk/P & Z Secretary, was in attendance before the executive session took place, but not after.

**APPROVAL/AMENDMENT OF AGENDA:**

Vice Mayor Jewitt moved to accept the agenda as presented and Council Member Kelley seconded the motion. **Motion Passed.**

**ADMINISTRATIVE ITEMS:**

**1. EXECUTIVE SESSION**

- An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with Special Counsel and the Town Attorney in order to consider its position and instruct Special Counsel and the Town Attorney regarding the Town's position regarding pending litigation and settlement discussions conducted in the matters of Michael Allen Roth v. Town of Quartzsite, et al., filed in the U.S. District Court for the District of Arizona, number 2:12-cv-01268-SLG; Michael Allen Roth v. Town of Quartzsite, et al., filed in the United States District Court for the District of Arizona, cause number 2:12-cv-02698-SLG; and Michael Allen Roth v. Town of Quartzsite, et al., filed in the United States District Court for the District of Arizona, cause number 2:13-cv-00908-SRB.
- Executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Town's position regarding a contract with Skylor Miller as Town Manager that is the subject of negotiations.

- **Executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding liability and immunity issues related to council involvement in personnel decisions.**

**ADJOURNMENT TO EXECUTIVE SESSION: 9:02 AM**

**Vice Mayor Jewitt moved to adjourn to executive session and Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

**RETURN TO OPEN SESSION: 10:11 AM**

**ROLL CALL:**

**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

- 2. RECEIPT, RELEASE AND INDEMNITY - Discussion and action to approve a Receipt, Release and Indemnity Agreement related to the matters of Michael Allen Roth v. Town of Quartzsite, et al., filed in the U.S. District Court for the District of Arizona, number 2:12-cv-01268-SLG; Michael Allen Roth v. Town of Quartzsite, et al., filed in the United States District Court for the District of Arizona, cause number 2:12-cv-02698-SLG; and Michael Allen Roth v. Town of Quartzsite, et al., filed in the United States District Court for the District of Arizona, cause number 2:13-cv-00908-SRB in the total amount of \$30,000.**

**Council Member Orgeron moved to approve a Receipt, Release and Indemnity Agreement with Michael Roth in the amount of \$30,000. Council Member Kelley seconded the motion.**

Council Member Scott advised that the matter had already been decided and Council has given its O.K.

Council Member Timberlake advised the matter was decided by the Risk Pool, not by the Council.

The Mayor and Council Member Scott explained this is the fiscally responsible thing to do as it is much cheaper than going to court with the legal fees.

Council Member Timberlake explained that the majority of the \$30,000 is coming from the Risk Pool and the Town's portion is \$7,500.

The vote was unanimous. **Motion Passed.**

**ADJOURNMENT OF THE SPECIAL SESSION: 10:12 AM**

**Vice Mayor Jewitt moved to adjourn the Special Session and reconvene as a Work Session. Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

**WORK SESSION:** 10:12 AM

**3. Review and discussion of Town Code discrepancies, focusing on Chapter 3, Administration.**

Council Member Scott said a new manager is coming in and there are discrepancies in the Town Code. Council Member Scott read aloud Section 3-1-1, regarding powers and the offices of Town Manager, Town Clerk, Police Chief, Town Engineer, Town Attorney and Town Magistrate who shall be appointed by the Council and who shall serve, with the exception of the Magistrate, at the pleasure of the Council.

Council Member Scott stated the Town Code has discrepancies under Town Manager, Powers and Duties and under the Police Chief section. She said the Council should come to some kind of conclusion, as to how the Council and the new Town Manager function.

Vice Mayor Jewitt said some issues were cleared up; but, when they were written, it did not include the clause that says they override previous policies. So, we have conflicting policies.

Council Member Scott said her opinion is that 3-1-1 should be the governing code. Council Member Scott said she believes there should be checks and balances of power.

Vice Mayor Jewitt stated his personal feelings. In terms of both job responsibility on the dais and looking at the liability for any Council actions, he thinks the portion of the Town Code that Council Member Scott was just discussing, puts too much on the shoulders of the Council.

Vice Mayor Jewitt said he would like to see the Town Manager choose the Police Chief, based on that person's experience, fit with the community and likeability; then, put that name forward to the Council for final approval. As far as the other department heads, he thinks the Town Manager is perfectly capable of handling those.

Council Member Orgeron said he likes the process of selecting a Police Chief this time around. He believes the process needs to be a conjunction of the Town Manager and the Town Council. He said the Town Manager is part of the team and is in place to work for the Council and the Council is there to support the Town Manager. He stated that the personnel officer and the human resources department need to do all the work. He explained the Town Manager can bring back information and have it be in keeping with what the Council wants.

Vice Mayor Jewitt said the only person that works for the Council is the Town Manager; the others work for that Manager.

Council Member Timberlake stated she would like to see the Police Department taken out of Town Hall. She is happy with the process of having a committee with a couple of Council Members sitting on the committee to bring names to the Council, so that the Council may make the final decision.

Council Member Scott said there is another way. She said the interviews could be done by the Town Manager and the recommendation could be brought to the Council, so that the Council is in the loop and has the final say.

Vice Mayor Jewitt mentioned the liability involved with hiring and firing personnel.

Attorney Goodwin stated that the Council has absolute immunity for their legislative actions, such as passing ordinances, creating positions and eliminating positions. When the Council moves out of the legislative arena, there is always the continuum of potential liability. When the Council is in charge of hiring and firing, then it takes on more liability.

Attorney Goodwin stated if the Council is the appointing authority, then it takes on all of those liabilities that come with negligent hiring, firing and training.

Attorney Goodwin added that those risks can be managed. The Council could educate itself with personnel law and seek advice from attorneys. She explained, just in terms of liability, you take on more liability when you take on hiring and firing.

Attorney Goodwin explained the Council is still the appointing authority, but there is less liability when the Town Manager, a professional, recommends a candidate. She thinks a good process would be one where the Town Manager does the interviews and appoints, subject to consent of the Town Council.

Council Member Scott stated that she doesn't see the problem with having the Town Manager do the interviews and then taking the matter before Council, with the resumes. She explained the Council Members get asked, by the public, about the people that are appointed and hired.

Vice Mayor Jewitt said he thinks the Town policy should list the specific positions, not just 'department heads'.

Jennifer Jones pointed out that the La Paz County Board of Supervisors personally, by vote, approves every hiring, every firing, every raise and every promotion of every single County employee. She said they do this on the recommendation of the department head. She spoke about liability. She suggested the Council do more research on case law.

Council Member Timberlake asked about the authority to say no to a recommendation. She said the Council will more than likely concur with the recommendation; but, the Council will have the ultimate control.

Richard Thompson, a citizen of Quartzsite, spent thirty years in a bureaucracy very much like the Town of Quartzsite. He stated it is his experience that micromanagement by the Council of the Town is a failure to the tax payers.

Joseph Bruno, property owner, said La Paz County is not a good example to follow. Secondly, promoting from within takes place because no one will come here for the salaries offered.

The Mayor stated the Council should direct Town staff to review the Town Code, find contradictions and highlight them in red. He said this may allow the issue to be reviewed more intelligently.

The Mayor suggested starting with just Chapter 3. He asked that a plan be brought forth to Council that uses italics where there is a problem and red noting the proposed change. He asked that the Town Attorney and the Town Manager create a plan 'A' and a plan 'B' for the Council's review for each conflict's resolution.

Jeff Gilbert, resident, voter, former Chief of Police for eight years, spoke about the Town Code and Town policy. He stated that the employee handbook also has conflicting information. He said the problem is that the Town Manager and the Personnel Manager are the same. He stated that the Town Manager has too much authority. The Chief of Police and the police serve the public; not the Council or the Town Manager. He went on to say that the Chief of Police has to be given the authority to execute the job.

The Mayor said the Council should add, to the direction to staff, the Policy and Procedure manual, as pertains to Chapter 3. Any discrepancies should be addressed the same way as the Town Code.

Council Member Orgeron suggested that the Policy and Procedure manual be addressed after the Town Code.

Town Manager Bruno stated she thinks that she and staff can handle this, and sees it as a jumping off point to correct the entire Town Code in pieces.

The Mayor stated the Council has directed Town staff to prepare a report for them with a plan 'A' and a plan 'B' for resolution of the conflicts. He suggested scheduling a work session.

**Vice Mayor Jewitt moved to adjourn the meeting and Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

**ADJOURNMENT: 10:55 AM**

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting of February 19, 2014, of the Town Council of Quartzsite, Arizona, held on February 19, 2014.

I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 25<sup>th</sup> day of March 2014

\_\_\_\_\_  
Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

\_\_\_\_\_  
Ed Foster, Mayor

DRAFT

**MINUTES**  
**TOWN OF QUARTZSITE**  
**REGULAR MEETING OF THE COMMON COUNCIL**  
**TUESDAY, FEBRUARY 25, 2014, 9:00 AM**

**CALL TO ORDER:** 9:00 AM

**INVOCATION:** None

**PLEDGE OF ALLEGIANCE:** Council Member Orgeron led the pledge.

**ROLL CALL:**

**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

**ABSENT:** No one

**STAFF PRESENT:** Laura Bruno, Town Manager; Susan Goodwin, Town Attorney and Tina Abriani, Town Clerk

**APPROVAL/AMENDMENT OF AGENDA:** Vice Mayor Jewitt moved to approve the agenda as presented and Council Member Kelley seconded the motion. The vote was unanimous. **Motion Passed.**

**CONSENT AGENDA:**

- 1-a. **LEDGER OF ACCOUNTS PAID – Consider approval of check series 36916 - 36988, totaling \$78,730.28.**
- 1-b. **MINUTES – Consider approval of the minutes of the Special Meeting of February 10, 2014 and the Regular Meeting of February 11, 2014.**
- 1-c. **ENGAGEMENT AGREEMENT WITH COLBY & POWELL, PLC – Consider approval of engagement agreement with Colby & Powell, PLC, to audit the Town of Quartzsite's financial statements for the year ended June 30, 2013.**

**Vice Mayor Jewitt moved to approve the consent agenda as presented and Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

**ADMINISTRATIVE ITEMS:**

**2. EXECUTIVE SESSION**

- **Executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Town's position regarding a**

**contract with Skylor Miller as Town Manager that is the subject of negotiations.**

**Vice Mayor Jewitt moved to move the executive session to after item 6. Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

- 3. PLANNING & ZONING COMMISSIONERS - Consider a three-year alignment of terms of two newly appointed Planning & Zoning Commissioners. The proposed re-aligned expiration date is March 1, 2017.**

**Council Member Crooks moved to grant a three-year re-alignment extension to March 1, 2017 for two positions set to expire on March 1, 2014. Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

- 4. MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE MEMBER REAPPOINTMENT - Consider the reappointment of Starr BearCat, a regular member of the Municipal Utility Administrative Committee, whose term expired in January 2014. The position's new term would expire January 2017.**

**Vice Mayor Jewitt moved to reappoint Starr BearCat to the Municipal Utility Administrative Committee. Council Member Scott seconded the motion. The vote was unanimous. Motion Passed.**

- 5. MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE MEMBER APPOINTMENT - Consider the appointment of one regular board member to the Municipal Utility Administrative Committee to replace the vacancy made by Carolyn Percifull's resignation. The position's term will expire January 2015.**

**Council Member Crooks recused herself from the vote.**

**Vice Mayor Jewitt moved to appoint Darrell Crooks to the vacant seat on the Municipal Utility Administrative Committee. Council member Kelley seconded the motion. The vote was 6 ayes and 1 recusal. Motion Passed.**

- 6. AFTER-SCHOOL RECREATION PROGRAM – Update, discussion and possible direction regarding the Town's after-school recreation program.**

**Town Manager Bruno advised that this is an item that has come back at the request of Council Member Timberlake.**

**Town Manager Bruno informed the Council that the program is continuing to operate 4 days a week. The Town's regular Recreation Program operates a total of 8 hours per week. On Tuesday through Thursday, it operates from 3:00 p.m. to 5:00 p.m. and on Friday from 1:00 p.m. to 3:00 p.m. The number of children in the program presently**

averages 15-18 per day on Tuesdays through Thursdays. The average is 1 to 5 youths on Fridays.

The program does have a second employee that works 10 hours per week. She is working out extremely well and her supervisor, Dana Andersen, has stated he is very pleased with her excellent skills and interaction with the children.

Town Manager Bruno has been canvassing other areas to see what possibilities might exist in interfacing with other recreation type programs.

Town Manager Bruno suggested that as the budget is developed for the coming year, the Council might want to consider looking at priorities in terms of how it might want to see that program either expanded or structured for the upcoming summer period.

Council Member Kelley asked if there are currently two people with the children in the afternoons. Town Manager Bruno replied in the affirmative.

Council Member Orgeron asked who fills in if one of the employees is not there.

Town Manager Bruno explained coverage through the Parks Program ensures there is always coverage at the Community Center.

Council Member Timberlake stated the after-school program does take preparation. Council Member Timberlake stated she is asking for one and a half positions for the kids in the community. She said it will help the program grow.

Town Manager Bruno mentioned augmenting the budget for the spring break, in order to have a second person available during the entirety of the spring break program.

Council Member Timberlake stated she is not asking for a full-time position, just a part-time position of 20 hours per week.

Council Member Orgeron stated he understands that special events, spring break, and the summertime require additional hours. This could be done on an as needed basis. He explained it is hard to justify the additional position. He stated that there are only 1 to 5 students on Fridays.

Council Member Timberlake explained the reason for Fridays having so few children. She said the older kids are there on Fridays and it has always been a challenge getting the older kids in there. She went on to say that is why the Town lost the Cenpatico funding.

Council Member Orgeron asked Council Member Timberlake about the justification for the part-time position.

Council Member Timberlake said the part-time employee will free up Yesenia to look for new grants, to go out and solicit donations, to do more planning and be more prepared to have the children there.

Council Member Timberlake clarified that she is asking for a part-time person.

Council Member Timberlake asked how much it would cost to fund the part-time position until the next budget cycle. Town Manager Bruno advised it would cost approximately \$2,500.

Yesenia Jackson of the Recreation Program spoke regarding the after-school program needs. She stated there is more to do on Tuesday, Wednesday and Thursday than on Friday.

Yesenia stated the helper is there ten hours a week and explained that help for 5 to 10 more hours per week is needed.

Town Manager Bruno made a recommendation to appropriate the funds to cover what would be 10 hours per week. She said if Yesenia had 5 hours per week, then the difference could be used for supplies, crafts and materials needed for the program.

Council Member Timberlake asked Yesenia what she would rather have, the person or the money.

Yesenia answered, "Having both".

At this point Ms. Jennifer Jones put \$100 on the podium, in front of Yesenia, the speaker. Ms. Jones stated it is for some supplies for the children. Later in the meeting, Yesenia stated that the donation is really going to help.

Council Member Scott and Yesenia spoke regarding the need for more help and how it would be used.

Yesenia explained she is constantly doing something and does need more help.

Council Member Timberlake asked Yesenia if she would rather have twenty hours a week of help or fifteen hours a week and money for supplies.

Town Manager Bruno explained that her suggestion may enable Yesenia not to have to go out and solicit for donations as much and devote more of her time to the planning aspect of the program.

Mayor Foster verified that if the Council funds the program with \$2,500 more, Yesenia could make the decision as to how the funds are used. The Council concurred.

**Council Member Timberlake moved** that the Council fund the Recreation Program for an additional \$2,500 from now until the end of the fiscal year and re-examine it on the next budget. **Council Member Scott seconded** the motion. The vote was unanimous. **Motion Passed.**

**Vice Mayor Jewitt moved** to adjourn to executive session and **Council Member Crooks seconded** the motion. The vote was unanimous. **Motion Passed.**

**ADJOURNMENT TO EXECUTIVE SESSION - 9:32 AM**

**RETURN TO OPEN SESSION - 9:47 AM**

Mayor Foster called the Regular Session back to order.

**ROLL CALL:**

**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

**COMMUNICATIONS:**

- 5 Announcements and Reports from the MAYOR on current events.**  
None
- 6. Announcements and Reports from the COUNCIL on current events.**  
None
- 7. Reports from the TOWN MANAGER to the Council.**  
None

**COMMUNICATIONS FROM CITIZENS**

Mr. Darrell Crooks approached the podium to ask a question regarding the existing members of the Municipal Utility Administrative Committee. Town Manager Bruno answered Mr. Crooks' question by reading the current list of members, including Mr. Crooks.

Jennifer Jones asked that someone match her \$100.00 donation to the after-school recreation program. She stated she believes the Council has abdicated all fiduciary responsibility to the taxpayers of Quartzsite. She would like to see the procedure for approving expenditures return to that of 2008.

Terry Frausto, resident, spoke regarding clearing up some rumors regarding Mayor Foster. She asked the Mayor to provide her with proof of his graduation of college, proof of his engineering degree and proof of his retirement from military service. She asked him why he is trying to hold up the sewer plant. She asked who is paying for his

attorney services. She also stated she would like to know these things in order to cut down on the rumors.

Shanana Rain GoldenBear spoke about the Grand Gathering. She passed out a schedule of events and an invitation to the Grand Gathering to the Council. She made special mention of the Guinness Record attempt at creating the world's largest human letter Q; it will take place Sunday, March 9, 2014 at 2:00 p.m. She asked the Mayor to be a steward in the event. The 50's dance will be held on Saturday night at the QIA.

Council Member Scott asked about the memorial wall, with people lining the street, on Wednesday. Shanana Rain GoldenBear said an estimate of the time the wall will come to Town is 3:30 p.m.

Richard Thompson, Dick, has been coming to Quartzsite almost thirty years. He spoke about the Quartzsite Improvement Association, the Rock Club and the LTAs. He said it is appropriate that the Town consider itself unique.

**Vice Mayor Jewitt moved to adjourn and Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

**ADJOURNMENT:** 10:02 AM

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of February 25, 2014 of the Town Council of Quartzsite, Arizona, held on February 25, 2014.

I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 25<sup>th</sup> day of March 2014

\_\_\_\_\_  
Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

\_\_\_\_\_  
Ed Foster, Mayor

**MINUTES**  
**TOWN OF QUARTZSITE**  
**REGULAR MEETING OF THE COMMON COUNCIL**  
**TUESDAY, MARCH 11, 2014, 9:00 AM**

**CALL TO ORDER:** 9:00 AM

**INVOCATION:** None

**PLEDGE OF ALLEGIANCE:** Vice Mayor Jewitt led the pledge.

**ROLL CALL:**

**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

**ABSENT:** No one

**STAFF PRESENT:** Laura Bruno, Town Manager; Susan Goodwin, Town Attorney; Tina Abriani, Town Clerk

**APPROVAL/AMENDMENT OF AGENDA:**

**Vice Mayor Jewitt moved** to approve the agenda as presented and **Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed.**

**PRESENTATIONS; PROCLAMATIONS:**

**1. PROCLAMATION – Mayors Day of Recognition for National Service, April 1, 2014.**

The Mayor read the Mayors Day of Recognition for National Service Proclamation aloud.

**2. PRESENTATION – 2014 Quartzsite General Plan submitted to the Town Council for the 60-day review period required by A.R.S. § 9-461.06.**

The Mayor announced that the executive session will take place after the presentation of the 2014 Quartzsite General Plan.

Community Development Services Director, Steve Henrichs, presented a PowerPoint slideshow outlining the progression from the beginning of the 2014 General Plan to the final draft distributed to the Quartzsite Town Council. He reviewed the required elements: Land Use, Public Participation and Transportation; the general plan timeline; and the layout of the 2014 General Plan.

Mr. Henrichs stated that by the close of business on March 11, 2014 the 2014 General Plan will be available for everyone's review on the Town's website. Anyone may request a hardcopy by contacting the Town Hall.

Mr. Henrichs said between April 11, 2014 and April 28, 2014, there must be placed in the newspaper, a public notice of the public hearing to adopt the 2014 General Plan. Before the hearing, there must be a minimum of fifteen days and a maximum of thirty days notice. The required public hearing, to adopt the 2014 General Plan, should be held by May 13, 2014.

The Mayor asked Mr. Henrichs if, during the review period, there will still be an avenue by which citizens may give input regarding the 2014 General Plan. Mr. Henrichs replied that everyone is encouraged to submit their comments and suggestions. He asked that these be provided, to the Town, in writing, either by referencing parts of the document or by writing on a copy.

Mr. Henrichs advised the 2014 General Plan should be adopted in June 2014 or thereabouts. He thanked the Planning & Zoning Commissioners, the public and Town staff that put it all together.

Council Member Scott asked Mr. Henrichs about provisions for change throughout the next ten years. Mr. Henrichs explained how amendments to the document can be made and that a General Plan should be reviewed annually for possible need for change.

#### **CONSENT AGENDA:**

#### **3-a. LEDGER OF ACCOUNTS PAID – Consider approval of check series 36988 - 37064, totaling \$231,763.51.**

Mayor Foster advised the executive session will take place after the consent agenda.

**Vice Mayor Jewitt moved** to approve the consent agenda as presented and **Council Member Kelley seconded** the motion.

#### **3-b. MINUTES – Consider approval of the minutes of the Special Meeting of February 19, 2014 and the Regular Meeting of February 25, 2014.**

Council Member Scott pulled the minutes from February 19, 2014, noting a needed change to page 4.

Council Member Timberlake asked that the minutes from February 25, 2014 be pulled, noting a needed change to page 2.

**Mayor Foster stated the approval of the consent agenda is the approval of the ledger of accounts for now and the minutes, with amendments, will be approved later.** The vote was unanimous. **Motion Passed.**

**Vice Mayor Jewitt moved** to adjourn to executive session and **Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed.**

**ADJOURNMENT TO EXECUTIVE SESSION: 9:20 AM – See Item #9.**

**ADMINISTRATIVE ITEMS:**

**RETURN TO OPEN SESSION: 9:44 AM**

**ROLL CALL:**

**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

Council Member Scott noted the second paragraph, page 4 of the February 19, 2014 should state: 'by the Town Manager and the committee'. Council Member Scott noted the second paragraph down, the fourth sentence up, should state: 'the Town Manager and the committee'.

Council Member Timberlake noted page 2 of the February 19, 2014' minutes, it should state: 'The Mayor advised that the matter had been decided.' It should not have said Council Member Scott.

**Vice Mayor Jewitt moved** to approve the minutes as amended and **Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed.**

**4. LOVE'S TRAVEL STOPS – Discussion and possible approval of a Reimbursement Agreement with Love's Travel Stops for reimbursement of the cost of oversizing a water line to provide water service and to provide for future development along Dome Rock Road.**

Town Manager Bruno reviewed the proposal explaining it involves bringing fresh water to the Love's Travel Stop located on the west end of Town. They want to expand their facility and do not have sufficient water with their well system to be able to meet fire safety requirements. They have been looking at alternatives.

One alternative for them is to bring a line directly to their facility. If they do that, it will be on their dime; but, it won't give the Town any options. There was a discussion held between Love's Travel Stops' representatives and Town representatives to see if there was an option that would allow the Town to piggyback off of their development and provide for future development.

Town Engineer, Kevin Murphy, stated the Fire Department advised Love's that in order to expand their shop, they must have enough storage onsite to meet fire flows. Options were reviewed. One option is to put in a storage tank which would cost \$250,000 - \$300,000. Another option was to connect to the Town water system at some point.

One possible point is along Scott Lane, which would parallel an existing line and would meet their requirement only.

Mr. Murphy stated he reviewed the Town's Water Master Plan and found that it identified some improvements along Dome Rock Road that would have essentially looped the system and provided for future growth in the area.

Mr. Murphy recommended that the Town consider the Dome Rock Road option, because that is an improvement to the system for about forty cents on the dollar.

Love's will provide the engineering and will pay a little more than what they would pay to go through Scott Lane. Their investment will be about the same as if they were to put a storage tank on their site; but, for the long term growth of the Town, this option makes the most sense. At some point down the road, the Town would be required to do this to have growth in that area. This allows the Town to get the improvement for about forty cents on the dollar.

Town Manager Bruno stated options that would mitigate the cost to the Town had been reviewed. It was noted that the water revenue contribution from Love's would be at least \$15,000 per year.

In addition, there is a 2004 revenue bond that was issued to accommodate several different projects. At the time of the issuance, the interest rates were 6% to 7%, now the rates are running 6.25% and it will be paid in mid 2019. Town Manager Bruno asked the Town's financial manager to run some refinancing scenarios keeping the pay off period the same, but using current interest rates. Current rates are approximately 3%.

The annual savings to the General Fund would be approximately \$6,200, annual savings to the Water Utility Fund would be approximately \$11,000 and the annual savings to the Wastewater Fund would be approximately \$19,000.

Town Manager Bruno stated the additional water revenues that Love's will generate; the savings from the revenue bond refinancing; and considering what the annual payments would be, based upon issuing a water revenue bond which would come to about \$23,000, we would have a net annual savings to the Water Utility Fund of \$3,000.

Council Member Scott asked about ADEQ and if the project will be an issue with the Town's sewer.

Town Engineer Murphy stated ADEQ will make sure the line is in compliance with state standards.

Town Manager Bruno explained the construction currently taking place at Love's is something that would have happened even if the Town did not agree.

**Council Member Crooks moved** to approve the Reimbursement Agreement with Love's Travel Centers for reimbursement of the cost of oversizing a water line and to authorize the Town Manager to execute the agreement; and direct staff to prepare a Water Revenue Bond issuance of \$165,000 and a refinancing of the Town's 2004 Revenue Bond to finance the Town's share of the project. **Vice Mayor Jewitt seconded** the motion and the vote was unanimous. **Motion Passed.**

**5. MUNICIPAL LIBRARY BOARD REAPPOINTMENTS – Consider the reappointment of three regular members to the Municipal Library Board.**

Herman Konyen, Mary Michaels and Mary Ann Peck introduced themselves.

Council Member Scott thanked them for years of services and doing a fantastic job.

**Council Member Crooks moved** to reappoint three regular members to the Municipal Library Board and **Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed.**

**6. MUNICIPAL LIBRARY BOARD APPOINTMENT Consider the appointment of two regular members to the Municipal Library Board.**

Town Manager Bruno explained that there are four vacant seats and if these two are approved, there will still be two openings on the Library Board.

Christina Benson introduced herself.

Council Member Scott thanked Ms. Benson for agreeing to serve on the Board and Vice Mayor Jewitt agreed.

**Vice Mayor Jewitt moved** to approve Christina Benson and Dorothy Mallette as new appointments to the Library Board. **Council Member Scott seconded** the motion. The vote was unanimous. **Motion Passed.**

**7. TOWN COUNCIL MEETING TIMES – Discussion and possible action regarding changing the regular Town Council meeting times from the 2nd and 4th Tuesdays at 9:00 a.m. to the 2nd and 4th Tuesdays at 7:00 p.m.**

Council Member Timberlake stated that she has been asked by the public to change the meeting times back to the evenings so that the community members that work have the opportunity to attend the meetings.

Council Member Kelley stated it will be quieter during the meeting in the evenings, as in people going in and out of the doors, the library and the entrance.

Council Member Jewitt stated that some elderly people do not drive at night. He proposed alternating the meetings.

Council Member Orgeron spoke regarding the lengths of meetings. He stated meetings could go until ten or eleven o'clock.

The Mayor said when there were evening meetings, there was standing room only. He stated he would vote for the later meetings.

Council Member Kelley said when the meetings were at night, people helped the elderly to attend.

Council Member Crooks asked about the staff and overtime.

Town Manager Bruno explained that the staff that may need to appear, the department managers, are exempt and with no overtime. She said they are able to take off compensating time.

Town Manager Bruno suggested a Town Van could transport people in the evening.

The Mayor stated that Parker and Blythe meet at 7:00 p.m. and it is a tradition to start at 7:00 for the Town.

The Mayor stated the Town Code should be changed and if needed, it can be changed back.

**Council Member Timberlake moved** to change the meeting times to the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of every month at 7:00 p.m. **Council Member Orgeron seconded** the motion.

**Council Member Crooks moved** to open the item for public discussion. **Vice Mayor Jewitt seconded** the motion. The vote was unanimous. **Motion Passed.**

Jeff Gilbert commented on why the meetings were moved to the mornings. He stated the reason was due to security needs. He asks as a citizen in this Town, that there is a commitment from the Town and the Council, to keep order so there is no concern for safety.

Richard Thompson, citizen, stated he will not attend 7:00 p.m. meetings.

Dean Taylor, citizen, tax payer and concerned citizen, stated that a vast majority of the people he has spoken with prefer an evening meeting.

Jennifer Jones stated that she supports returning the meetings to 7:00 p.m. She said it is her belief that meetings were changed to evenings to preclude public participation. She has heard from the community that it wants evening meetings.

Marilyn McFate asked if the meetings could be held at 6:00 p.m. She stated that in the past, 6:00 p.m. seemed to work the best.

Starr BearCat stated that whether it is at 9:00 p.m., or 7:00 p.m., or 6:00 p.m., or 10:00 p.m., the Town has the capability of putting these meetings on video and audio. She said the meetings could be on the website and everyone could watch it at their leisure.

Shanana Rain GoldenBear said it is very distracting having the noise of the doors opening. She supports the video recording and making them available to the public.

The Mayor called for a roll call vote in the reverse order.

**Roll Call Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7).

**Yes:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

The Mayor announced that the meetings will be moved to 7:00 p.m. He advised the change requires thirty days to become effective. He explained the next two meetings will not be at 7:00 p.m.

Vice Mayor Jewitt stated the second meeting in April will be the first meeting at 7:00 p.m.

**8. TOWN MANAGER CONTRACT – Discussion and possible approval of an extension to the employment contract between the Town and Laura Bruno to provide for an orderly transition to the new Town Manager.**

Council Member Orgeron stated that a smooth transition needs to be provided for the new Town Manager. He believes the Town needs to extend the current Town Managers' contract to run through the end of May.

Vice Mayor Jewitt suggested there be a provision for keeping the existing Town Manager on call for thirty days beyond May 30, 2014, through to June 30, 2014. He states the new Town Manager is still liable to have questions, even after May 30, 2014.

Town Manager Bruno stated she is willing to be 'on call', free of charge to anyone, for questions, after her contract expires.

Council Member Scott said she thinks the new Town Manager will be fully capable of taking over after one day with Mrs. Bruno. She said the new Town Manager will come in and hit the ground running. She stated that Mrs. Bruno already said she would be available to answer his questions. She agrees to have Mrs. Bruno stay to May 11, 2014.

Council Member Timberlake asked if information could be shared with the new Town Manager before he begins working, once his contract is signed. Attorney Goodwin stated the Council may share information, except for executive session information.

The contract commences May 12, 2014 said Attorney Goodwin.

Council Member Orgeron said he does think one day is not enough for the new Town Manager to familiarize himself with what he needs.

Council Member Crooks added that the Town does not have a contract, yet. She stated that she thinks the Council should put something in place, in case something did happen and the Town doesn't get the contract.

The Town Manager suggested the question be posed to the prospective town manager. She said experience or not, things come up weekly. She suggests they provide for a transition period.

The Mayor asked Town Manager Bruno if she would be willing to work day to day, until the transition period is over.

Town Manager Bruno asks for 30 days notice, either way. She stated she wants to see only the best for the Town and will do whatever the council wishes.

**Council Member Crooks moved** to approve extension of the termination date of the existing employment contract with Laura Bruno through May 30, 2014 and **Vice Mayor Jewitt seconded** the motion.

**The Mayor called for** a roll call vote in the reverse order.

**Roll Call Vote:** Motion failed (**summary:** Yes = 3, No = 4, Abstain = 0).

**Yes:** Vice Mayor Jewitt, Council Member Crooks, Council Member Orgeron.

**No:** Mayor Foster, Council Member Kelley, Council Member Scott, Council Member Timberlake.

**Council Member Timberlake moved** to extend the contract to May 17, 2014 and **Council Member Scott seconded** the motion.

Vice Mayor Jewitt suggested an amendment to that contract and it be extended on a day by day basis, as needed. He went on to say that one week may not be enough.

Council Member Timberlake and Council Member Scott stated that Mrs. Bruno is available by phone.

The Mayor stated there will be a roll call vote by the same method.

**Roll Call Vote:** Motion passed (**summary:** Yes = 6, No = 1, Abstain = 0).

**Yes:** Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

**No:** Mayor Foster.

## 9. EXECUTIVE SESSION

- **Executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Town's position regarding a contract with Skylor Miller as Town Manager that is the subject of negotiations.**

The executive session was held immediately before Item #4, under Administrative Items above.

### **COMMUNICATIONS:**

#### **Announcements and Reports from the MAYOR on current events.**

The Mayor said it was a rather successful event over the weekend, between the wall and the Grand Gathering. He stated he thinks it was a great thing to have in the community and he thanked all the participants.

The Mayor said he received a letter from Mr. Skip Gallup. He explained that Mr. Gallup has been working with a committee to put a trail in three counties in the area, a rather extensive trail system. He stated the committee has received the approval of the BLM. It is a huge loop trail that will go through most of the western Arizona area. In the letter, Mr. Gallup asked for a letter of support. Mr. Gallup is trying to raise money \$1,400. The Mayor suggested business contributions for the trail system.

The Mayor directed the next meeting's agenda list approval of a letter of support.

#### **Announcements and Reports from the COUNCIL on current events.**

Council Member Orgeron stated that it was brought to his attention that the last Public Safety meeting that was held may require that the Town self admit that an open meeting law violation occurred. He stated the meeting was scheduled for 11:00 a.m., but began at 10:58 a.m. and was adjourned at 11:00 a.m. He asked that the matter be reviewed for self reporting.

Council Member Scott reported that near the Senior Center on Moon Mountain Road, someone knocked down a pedestrian sign and asked that the roads department put it back up so no one gets hurt.

Council Member Kelley said the Grand Gathering was fun.

#### **Reports from the TOWN MANAGER to the Council.**

Town Manager Bruno spoke regarding the on-going litigation by Parker and Quartzsite against La Paz County concerning the CADRE Task Force. The Town Attorney is complying with Council direction and working to settle the case in a fair manner. The parties have agreed to hold off on litigation and actively pursue settlement. The Town

Attorney is engaged in settlement discussions which are progressing well. Any settlement agreement will be brought to the Council for final approval.

Town Manager Bruno advised that the Town received a ruling from the Arizona Tax Court on an old Transaction Privilege Tax audit that was conducted for the period covering February 2006 – 2007 involving a payment of Transaction Privilege Taxes by Desert Gardens Mobile Homes.

Specifically, the audit identified an assessed owed amount in taxes of \$44,700 for that particular period in question. Desert Gardens filed an Administrative Appeal and the Administrative Hearing Officer found for the Town. Desert Gardens then appealed to the Arizona Tax Court. On March 6, 2014, the Tax Court ruled in favor of the Town. The Town is owed \$44,700 in taxes for that audit period, plus accrued interest to date of \$17,289.

Town Manager Bruno stated she sent out a notice regarding some questions that came up during a tour of the Town's wastewater treatment plant recently. The Mayor asked Town representatives where the funding from the USDA loan for the wastewater treatment project was coming from. In addition, there was a question about a loan requirement set-aside of 20%.

The USDA loan is directly with the Federal Government. She explained the reasoning behind the 20% requirement by lending agencies and explained how that amount is calculated.

## **COMMUNICATIONS FROM CITIZENS**

Jennifer Jones congratulated former Quartzsite Police Sergeant, William Ponce, who, today, is being sworn in as the Police Chief for the Colorado River Indian Tribes. She spoke regarding the WIFA loan, the inspection of the plant, and noted a section of the fence was down at the plant. She reminds the Council that she has contributed \$100 to the Quartzsite After-School Recreation Program and is sure the Council has matched her donation. She spoke regarding moving forward in one of her court cases, Jones v. Quartzsite, related to the June 27, 2011 Council Meeting.

Norm Simpson, resident and businessman, wondered aloud, how many Council Members knew about the La Paz County Fair next week. He went to the Chamber of Commerce in Parker and got some posters to post at various places around Town. He stated that it is a shame that there is not one cohesive organization that will tie the Towns and the whole County, even including Blythe forming a regional calendar of events, to keep people here longer and give them more to do. He asked that the Council ask staff to look into getting information for the area and publicize it and keep moving forward.

Council Member Kelley said last year she spent three days at the County Fair and the Town did not receive an application from the County to attend the Fair this year.

Terry Frausto stated that at the last Council Meeting she asked some questions of the Mayor, but received no response. She has since learned that the Mayor did go to Memphis State and that he was in active military service for four years and in reserve for two years. She stated she did not receive a response as to why the Mayor wants to prohibit the sewer plant from being improved and would really like to hear a response. The Mayor stated he has never said he is in favor of disincorporation of the Town.

Sondra Gilbert of Quartzsite, AZ, stated that anyone that ever spoke with her or has known her, stated Jeff and Sandy do still live in Quartzsite and bought a small piece of property in Mexico. She explained they have no regrets or hate and that they have appreciated any and all support in the community. She, as a citizen, thanked ex-Chief Gilbert for his nine years of service.

Shanana Rain GoldenBear stated there were two free ads for the La Paz County Fair in the Desert Messenger. She said Quartzsite's efforts to be at the La Paz County Fair, was spearheaded by the Health and Development Board that is no longer active. She spoke about the ATV trail, to be called the Peace Trail. She stated the Grand Gathering was phenomenal. The wall to honor the fallen veterans kicked off the event. She said the organizations and people that participated are too numerous to thank individually. Six hundred thirty-one people stood to make the human 'Q'. Rain stated that it only took five hundred one to make the record; she is waiting to hear an official response from Guinness.

Jeff Gilbert, citizen of Quartzsite, former Chief of Police, eight years. He watched the discussion of the Town Manager's contract and remembers when his contract was terminated. He said he was disappointed in the Council that he was given no opportunity to speak and taken immediately to his office and had to surrender his badge and clean out his office, he stated, that as a man, he deserved more than that from the Council. He will bring the issues forward, in the proper manner, as time goes on.

**Vice Mayor Jewitt moved to adjourn the meeting and Council Member Crooks seconded the motion.**

**ADJOURNMENT: 11:18 AM**

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of March 11, 2014, of the Town Council of Quartzsite, Arizona, held on March 11, 2014.

I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 25<sup>th</sup> day of March 2014

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Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

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Ed Foster, Mayor

DRAFT

**MINUTES**  
**TOWN OF QUARTZSITE**  
**SPECIAL MEETING OF THE COMMON COUNCIL**  
**WEDNESDAY, MARCH 19, 2014, 8:30 AM**

**CALL TO ORDER:** 8:30 AM by Vice Mayor Jewitt

**INVOCATION:** None

**PLEDGE OF ALLEGIANCE:** Led by Council Member Orgeron

**ROLL CALL:**

**Present:** Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

**ABSENT:** Mayor Foster

**STAFF PRESENT:** Laura Bruno, Town Manager; Tina Abriani, Town Clerk

**APPROVAL/AMENDMENT OF AGENDA:**

Council Member Orgeron moved to approve the agenda as written and Council Member Kelley seconded the motion. The vote was unanimous. **Motion Passed.**

**ADMINISTRATIVE ITEMS:**

**1. EXECUTIVE SESSION:**

- An executive session pursuant to A.R.S. § 38-431.03(A)(3) & (4) for discussion or consultation with the Town Attorney for legal advice and to instruct the attorneys regarding the Town's position regarding settlement discussions in the matter of Parker v. Wilson, concerning the dissolution of the interdepartmental law enforcement and drug control task force.
- An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with Special Counsel to the Town in order to consider its position and instruct the attorneys regarding the Town's position regarding settlement discussions in the matter Conley v. Quartzsite.
- An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider the Town's position and instruct the Town Attorney regarding the Town's position regarding the employment contract with Skylor Miller as Town Manager that is the subject of negotiations.

- **An executive session pursuant to A.R.S. § 38-431.03(A)(1) & (4) for discussion and consideration regarding the employment, assignment or salary of Laura Bruno, and for discussion and consultation with the Town Attorney in order to consider the Town's position and instruct the Town Attorney regarding the Town's position regarding the extension of the employment contract for Laura Bruno as Town Manager that is the subject of negotiations.**

**ADJOURNMENT TO EXECUTIVE SESSION: 8:32 AM**

**Council Member Orgeron moved to adjourn to executive session and Council Member Crooks seconded the motion. The vote was unanimous. Motion Passed.**

**RETURN TO OPEN SESSION: 9:51 AM**

**ROLL CALL:**

**Present:** Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

**Absent:** Mayor Foster.

2. **Consideration and Possible Approval of settlement agreement in the matter of Conley v. Quartzsite.**

Vice Mayor Jewitt directed that Item 3 come before Item 2.

**Council Member Orgeron moved to approve the settlement agreement in the matter of Conley v. Quartzsite. Council Member Kelley seconded the motion.**

**Roll Call Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6).

**Yes:** Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake. **Motion Passed.**

3. **Consideration and Possible Approval of contract for Skylor Miller as Town Manager.**

**Council Member Orgeron moved to table Item 3 to the next regular meeting on March 24<sup>th</sup> and Council Member Crooks seconded the motion. The vote was unanimous. Motion Passed. (March 25, 2014 is the actual date for the next regular Town Council.)**

**Council Member Crooks moved to adjourn and Council Member Orgeron seconded the motion. The vote was unanimous. Motion Passed.**

**ADJOURNMENT: 9:53 AM**

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting of March 19, 2014, of the Town Council of Quartzsite, Arizona, held on March 19, 2014.

I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 25<sup>th</sup> day of March 2014

\_\_\_\_\_  
Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

\_\_\_\_\_  
Ed Foster, Mayor



## TOWN OF QUARTZSITE

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### **REGULAR COUNCIL MEETING**

Tuesday, March 25, 2014

**Agenda Item #4-c.** Consider approval of an ordinance amending the Town Code, Chapter 2 Mayor and Council, Article 2-4 Council Procedure, Section 2-4-1 Regular Meetings, setting the Town Council regular meeting time to the second and fourth Tuesday of each month at 7:00 p.m.

**Summary:** At the Regular Town Council meeting of Tuesday, March 11, 2014, the Town Council voted to change the regular meeting time from the second and fourth Tuesday of each month at 9:00 a.m. to the second and fourth Tuesday of each month at 7:00 p.m.

This proposed ordinance provides for the amending of the Town Code. The change will take effect 30 days after approval of the ordinance.

**Responsible Persons:** Laura Bruno, Town Manager

**Attachment:** Proposed Ordinance No. 14-02

**Action Requested:** Motion to approve Ordinance No. 14-02 amending the Town Code to set the Town Council regular meeting time to 7:00 p.m.

**ORDINANCE NO. 14-02**

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, AMENDING THE CODE OF QUARTZSITE, ARIZONA, CHAPTER 2 MAYOR AND COUNCIL, ARTICLE 2-4 COUNCIL PROCEDURE BY AMENDING SECTION 2-4-1 REGULAR MEETINGS RELATED TO MEETING TIMES FOR THE TOWN COUNCIL; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING FOR SEVERABILITY.

BE IT ORDAINED by the Mayor and Common Council of the Town of Quartzsite, Arizona, as follows:

The Code of Quartzsite, Arizona, Chapter 2 Mayor and Council, Article 2-4 Council Procedure is hereby amended by amending Section 2-4-1 Regular Meetings to read as follows (additions in ALL CAPS; deletions in ~~strikeout~~):

**Section 2-4-1 Regular Meetings**

The Council Shall hold regular meetings on the second and fourth Tuesday of each month at 9:00 A.M. 7:00 PM, except when the day fixed for any regular meeting of the Common Council falls upon a day designated by law as a legal holiday, such meeting shall be held at the same hour on the next succeeding day not a holiday unless otherwise noticed by the Town. All regular meetings of the Council shall be held at the location specified in the Notice of Meeting.

Section II. Providing for Repeal of Conflicting Ordinances.

All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of the Code adopted herein by reference, are hereby repealed.

Section III. Providing for Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of the Code adopted herein by reference 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.

PASSED AND ADOPTED by the Common Council of the Town of Quartzsite,  
Arizona, this \_\_\_\_ day of \_\_\_\_\_, 2014, by the following vote:

AYES: \_\_\_\_\_  
NAYES: \_\_\_\_\_ ABSENT: \_\_\_\_\_  
EXCUSED: \_\_\_\_\_ ABSTAINED: \_\_\_\_\_

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Ed Foster, Mayor

ATTEST:

\_\_\_\_\_  
Tina Abriani, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis, Goodwin, Sullivan, Udall & Schwab, P.L.C.  
Town Attorneys  
By: Susan D. Goodwin

I, TINA ABRIANI, TOWN CLERK, DO HEREBY CERTIFY THAT A TRUE AND  
CORRECT COPY OF THE ORDINANCE NO. \_\_\_\_\_ ADOPTED BY THE COMMON  
COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, ON THE \_\_\_\_ DAY OF  
\_\_\_\_\_, 2014, WAS POSTED IN THREE PLACES AND ON THE TOWN'S  
WEBSITE ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2014.

\_\_\_\_\_  
Town Clerk



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, March 25, 2014

**Agenda Item #5**      **PUBLIC HEARING** - Authorize the filing of an application for FTA Sections 5310 and 5311 funding, committing the necessary local match for the project and stating the assurance of the Town of Quartzsite to complete the project upon receipt of the FTA Sections 5310, and 5311 funding.

**Summary:**                      Arizona Department of Transportation (ADOT) released a call for projects for various Federal Transit Administration (FTA) grants that were developed under the MAP-21, the Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012. As part of this call for projects, there are two sections in MAP-21 under which the Town is eligible to file for grants. Section 5310 is for the provision of elderly and persons with disabilities transportation. Section 5311 is for providing public transportation services in rural areas.

The Town has been using federal transit funds to provide capital assistance for Quartzsite Transit Services (QTS) in the past. These funds help reduce the Town's dependency on the General Fund for operations capital assistance. These federal funds benefit human service transportation and rural transit operators by providing operations assistance and capital assistance with a local match. That local match for operations assistance ranges from 50% to 58% and for capital assistance is 10% to 20% depending on the funding program. The Town would use its general fund to provide match funding for this grant in an amount to not exceed \$80,000, which is the same amount being contributed to the transit program today, minus donations and other miscellaneous revenues.

ADOT as the designated recipient of FTA Sections 5310 and 5311 has developed a competitive process for the distribution of these funds in the small urban and rural areas of the State.

Staff will submit the following applications to ADOT after Town Council approval:

**FTA Section 5310**

- Funding for operations assistance

**FTA Section 5311**

- Funding to study the feasibility of a rural transit program
- Funding to start a rural transit program, plus operations assistance starting March 1, 2015
- Funding to purchase up to two 14 passenger buses
- Funding to purchase passenger amenities such as bus stop signs and infoposts

The Town Council will also need to make a determination that there is no non-profit transportation provider that is readily available and/or willing to provide transportation services to the Town of Quartzsite in order for the Town to be deemed eligible for FTA Section 5310 funding. Staff has made contact to surrounding non-profit providers to establish interest and none provides any transportation services and in fact relief on the Town's transit system or other surrounding transit systems to transport their clients.

**Responsible Person:** Janet Collier, Transit Coordinator and John Andoh, Transit Consultant

**Attachment:** Support Letters for Grant Applications and Resolution

**Action Requested:** Open the public hearing, seek public comment, close the public hearing and motion to adopt a resolution authorizing the filing of an application for FTA Sections 5310 and 5311 funding, committing the necessary local match for the project and stating the assurance of the Town of Quartzsite to complete the project upon receipt of the FTA Sections 5310, and 5311 funding.

RESOLUTION # \_\_\_\_\_

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF QUARTZSITE AUTHORIZING THE FILING OF AN APPLICATION FOR FTA SECTIONS 5310 AND 5311 FUNDING, DETERMINING THAT THERE IS NO NON-PROFIT PROVIDER READILY ABLE TO PROVIDE THE TRANSIT SERVICE, COMMITTING THE NECESSARY LOCAL MATCH FOR THE PROJECT AND STATING THE ASSURANCE OF THE TOWN OF QUARTZSITE TO COMPLETE THE PROJECT UPON RECEIPT OF THE FTA SECTIONS 5310 AND 5311 FUNDING**

**WHEREAS**, The Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012 continue the Federal Transit Administration Formula Programs (23 U.S.C 53) and Surface Transportation Program (23. U.S.C. 133); and

**WHEREAS**, pursuant to MAP-21, and the regulations promulgated thereunder, eligible project sponsors wishing to receive Federal Transit Administration (FTA) Sections 5310 and 5311 funding for a project shall submit an application first with ADOT, for review; and

**WHEREAS**, the Town of Quartzsite is an eligible project sponsor for FTA Sections 5310 and 5311 funding; and

**WHEREAS**, the Town of Quartzsite wishes to submit a grant application to ADOT for FTA Sections 5310 and 5311 funding

**NOW, THEREFORE, BE IT RESOLVED THAT THE QUARTZSITE TOWN COUNCIL** hereby states that:

1. It is an eligible sponsor of projects for FTA Sections 5310 and 5311 funding programs.
2. It is authorized to submit an application to receive the FTA Sections 5310 and 5311 funding programmed, if awarded.
3. There is no legal impediment to the Town of Quartzsite making applications for receiving FTA Sections 5310 and 5311 funding.
4. There is no pending or threatened litigation, which might in any way adversely affect the proposed project, or the ability of the Town of Quartzsite to deliver such project.
5. The Town of Quartzsite is authorized to execute and file an application for receiving funding under the FTA Sections 5310 and 5311 funding.
6. That the Town Manager, Transit Coordinator or designee is authorized to sign and execute any necessary agreements and documents to carry this FTA Sections 5310 and 5311 funding application forward.
7. That there is no non-profit transportation provider that is readily available and/or willing to provide transportation services to the Town of Quartzsite and that the Town is deemed eligible for FTA Section 5310 funding.

**BE IT FURTHER RESOLVED** that the Town Council of the Town of Quartzsite by adopting this resolution does hereby state that:

1. The Town of Quartzsite will provide local matching funds.
2. The Town of Quartzsite understands that the FTA Sections 5310 and 5311 programmed for the project is fixed as stated on the application and that any cost increases must be funded by the Town of Quartzsite from local matching funds, and that the Town of Quartzsite does not expect any cost increases to be funded with FTA Sections 5310 and 5311 funding.
3. The projects listed on the FTA Sections 5310 and 5311 funding Program of Projects will be purchased and implemented and, if approved, for allocation, the amount shown in the ADOT Program of Projects with obligation occurring within the timeframe set forth herein.
4. The program funds shall be expended once the Town of Quartzsite receives the Notice to Proceed and Standard Agreement from ADOT.

\*\*\*\*\*

**PASSED, ADOPTED AND APPROVED** this 25th day of March, 2014 by the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
Town Clerk

March 25, 2014

Dan Harrigan  
Coordinated Mobility Program Manager  
Arizona Department of Transportation  
Multimodal Planning Division  
206 South 17<sup>th</sup> Avenue, Mail Drop 310B  
Phoenix, AZ 85007

Re: FTA Section 5310 Grant Application

Dear Mr. Harrigan:

The Town of Quartzsite is very excited about the submission of this FTA Section 5310 grant application to fund the Town's human services transportation program. This program helps transports seniors and persons with disabilities to important quality of life destinations such as employment, medical services, shopping, recreation, social services and educational opportunities.

On behalf of the Town, the Town Council urges your approval to provide funding for the Town's transportation program so that the Town can continue to provide this valuable service to its seniors and persons with disabilities.

If you have any questions regarding this letter, please give me a call at 928.927.4333, email [lbruno@ci.quartzsite.az.us](mailto:lbruno@ci.quartzsite.az.us).

Sincerely,

Laura Bruno  
Town Manager

March 25, 2014

Nicole Patrick  
Rural Transit Program Manager (South)  
Arizona Department of Transportation  
Multimodal Planning Division  
206 South 17<sup>th</sup> Avenue, Mail Drop 310B  
Phoenix, AZ 85007

Re: FTA Section 5311 Grant Application

Dear Ms. Patrick:

The Town of Quartzsite is very excited about the submission of this FTA Section 5311 grant application to fund the Town's proposed rural general public transit program. This program will help provide public transit service for the entire community within the Town of Quartzsite and to regional destinations for accessing shopping, medical care and social services surrounding Quartzsite.

On behalf of the Town, the Town Council urges your approval to provide funding for the Town's transportation program so that the Town can start to provide this valuable service to its general population.

If you have any questions regarding this letter, please give me a call at 928.927.4333, email [lbruno@ci.quartzsite.az.us](mailto:lbruno@ci.quartzsite.az.us).

Sincerely,

Laura Bruno  
Town Manager



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, March 25, 2014

**Agenda Item #6** Discussion and possible action to fulfill request to appoint an elected official to serve on the LPCAC.

**Summary:** Western Arizona Council of Governments, WACOG, is asking for assistance in appointing a Town of Quartzsite elected official to serve on the local advisory council known as the La Paz County Advisory Council (LPCAC).

Patricia Anderson previously served in this capacity, but has since resigned.

**Responsible Persons:** Norma Crooks, Council Member

**Attachments:** LPCAC Membership list; a letter from WACOG to Mayor Foster, dated August 21, 2013, a letter from WACOG to Mayor Foster dated November 20, 2013 and WACOG's Council and Board Schedule.

**Action Requested:** Motion to appoint a Town Council Member to serve on the LPCAC.



*Strengthening Communities, Empowering People*

**LA PAZ COUNTY ADVISORY COUNCIL:**

<p>The LPCAC by-laws state that the Advisory Council shall consist of nine voting members. One third of the members shall be elected public officials or their designated representatives. One third of the members shall be the representatives of the low income or residents of the area who are low income. The remaining members shall be representatives of the private sector or community organizations.</p> <p>At this time, the La Paz County Advisory Council membership is:</p>	
<b>Elected Officials:</b>	<b>Association:</b>
Vivian Hartless	Town of Parker
VACANT	Town of Quartzsite
DL Wilson *	La Paz County
<b>Private/Community Representatives:</b>	
Melodee Hamilton	Parker area
Mary Hamilton 2 *	Parker area
George Nault,	Bouse area
<b>Low Income Representatives:</b>	
Bruce Swart 1 *	Quartzsite area
VACANT	County area
Karen Johnson	Parker Area

1 Chairperson

2 Vice – Chair

\*Governance Committee

Regional Community Action Board Representative

Revised 03/2014

224 South 3rd Avenue  
Yuma, AZ 85364  
928-782-1886  
928-329-4248 FAX  
1-800-782-1886  
www.WACOG.com



208 North 4th Street  
Kingman, AZ 86401  
928-753-6247  
928-753-7038 FAX

*Strengthening Communities, Empowering People*

August 21, 2013

Mayor Ed Foster  
Town of Quartzsite  
P.O. Box 2812  
Quartzsite, AZ 85346

Dear Mayor Foster:

Western Arizona Council of Governments, WACOG, facilitates a planning process in our Region IV area of Yuma, La Paz and Mohave Counties. Local tripartite County Advisory Councils made up of 1/3 Elected officials or their appointee, 1/3 Community/Private representatives and 1/3 members of the Low Income Community or their representatives. The County Advisory Councils provide input into decisions regarding local needs, gaps in service and priorities for resources available. Representatives in each of the tripartite areas from each County then are appointed to the Regional Community Action Board. A WACOG Management Board and Executive Board finalize the work of the Advisory Councils and Regional Community Action Board recommendations.

WACOG is asking for your assistance in appointing a Town of Quartzsite elected official or non elected appointee. Patricia Anderson has resigned and is no longer able to represent the Town of Quartzsite. The local advisory council is known as the La Paz County Advisory Council (LPCAC). The primary purpose of this planning process and the La Paz County Advisory Council is mission driven. WACOG's Mission is to stimulate, promote, and develop to their fullest potential all human, natural, social, and economic resources for disadvantaged persons in La Paz, Mohave and Yuma Counties. One of the activities conducted by the LPCAC is the determination of the Service Intents and Service Allocations for locally planned Social Service Block Grant Funding (Title XX) for the Department of Economic Security. This input really focuses resources at the local level for needs at the local level, an important role for communities to be involved in.

The LPCAC's tripartite structure is designed to ensure participation in the development, planning, implementation, and evaluation of the program to serve low-income people and communities. At this time, I have one vacancy for the Town of Quartzsite, elected official, and would like to ask for your help in filling this vacancy. The by-laws of the council designate that the meetings are scheduled for the first Tuesday of the month and will be held on a quarterly basis. Generally, these meetings are held from 10:00 A.M. to 12:00 P.M. The meeting location is determined based on venue availability, but in Parker. The next meeting is scheduled for Tuesday, September 3<sup>rd</sup> 2013 at the La Paz County Board of Supervisors Board Room 1108 Joshua Ave, Parker, AZ 86344. This meeting will be held at 1:30pm to 3:30pm.

I realize that due to busy schedules, it is sometimes difficult to find time to participate yourself. As an elected official, you have the alternative of designating a non-elected representative to sit on this board if there are no Town of Parker elected officials that have the ability at this time to do so.

I would appreciate any assistance that you can give me in this matter so that the Town of Quartzsite is adequately represented at these meetings. Thank you in advance for your time and assistance. I am available to meet with you to further discuss and can be reached at 928. 217.7123 or by email at [ginaw@wacog.com](mailto:ginaw@wacog.com).

Sincerely,

A handwritten signature in cursive script that reads "Gina Whittington".

Gina Whittington,  
Human Services Director  
(928)217-7123 Direct Line

224 South 3rd Avenue  
Yuma, AZ 85364  
928-782-1886  
928-329-4248 FAX  
1-800-782-1886  
www.WACOG.com



208 North 4th Street  
Kingman, AZ 86401  
928-753-6247  
928-753-7038 FAX

November 20, 2013

Mayor Ed Foster  
Town of Quartzsite  
P.O. Box 2812  
Quartzsite, AZ 85346

COPY

Dear Mayor Foster:

Western Arizona Council of Governments, WACOG, facilitates a planning process in our Region IV area of Yuma, La Paz and Mohave Counties. Local tripartite County Advisory Councils made up of 1/3 Elected officials or their appointee, 1/3 Community/Private representatives and 1/3 members of the Low Income Community or their representatives. The County Advisory Councils provide input into decisions regarding local needs, gaps in service and priorities for resources available. Representatives in each of the tripartite areas from each County then are appointed to the Regional Community Action Board. A WACOG Management Board and Executive Board finalize the work of the Advisory Councils and Regional Community Action Board recommendations.

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Sincerely,

A handwritten signature in blue ink that reads 'Gina Whittington'. The signature is fluid and cursive, with the first name 'Gina' being particularly prominent.

Gina Whittington,  
Human Services Director  
(928)217-7123 Direct Line

# WACOG's Council and Board Schedule SFY 2014

## Executive Board

09/12/13  
11/14/13  
02/13/14  
04/10/14  
06/12/14

DATES ARE TENTATIVE UNTIL CONFIRMED BY EXECUTIVE DIRECTOR

Afternoon Schedule

## Management Board

09/12/13  
11/14/13  
02/13/14  
04/10/14  
06/12/14

DATES ARE TENTATIVE UNTIL CONFIRMED BY EXECUTIVE  
DIRECTOR Morning Schedule

## Community Action Board

10/8/13  
02/11/14  
04/15/14  
06/24/14

## La Paz County Advisory Council

09/03/13 1:30PM  
11/05/13  
03/04/14  
06/03/14

all meetings are 10:00am to  
12:00pm unless otherwise  
indicated

## Yuma County Advisory Council

09/05/13  
11/07/13  
03/06/14  
06/05/14

all meetings are 10:00am to  
12:00pm unless otherwise  
indicated

## Mohave County Advisory Council

09/19/13 rescheduled  
11/12/13  
03/11/14  
06/10/14

all meetings are 10:00am to  
12:00pm unless otherwise  
indicated



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, March 25, 2014

**Agenda Item #7**            Consideration and possible approval of employment agreement with Skylor Miller as Town Manager.

**Summary:**                The Council has been negotiating with Skylor Miller to serve as Town Manager commencing May 12, 2014.

Negotiations are now complete and Mr. Miller has signed the attached employment agreement.

**Responsible Persons:** Carol Kelley, Council Member  
Mike Jewitt, Vice Mayor

**Attachments:**            Proposed employment agreement with Skylor Miller.

**Action Requested:**        **Motion to approve proposed employment agreement with Skylor Miller as Town Manager.**

## EMPLOYMENT AGREEMENT

This EMPLOYMENT AGREEMENT ("Agreement") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2014 between the Town of Quartzsite ("Town") and Skylor R. Miller ("Town Manager") under the following terms, conditions and obligations.

In consideration of the mutual covenants contained herein, the Parties agree as follows:

### 1. EMPLOYMENT AND DUTIES

1.1 Town employs the Town Manager and Town Manager accepts said employment subject to the terms and conditions of this Agreement and to the supervision and direction of the Common Council of the Town of Quartzsite ("Town Council") and as prescribed by Section 3-2-1 of the Code of Quartzsite, Arizona ("Town Code"). Town Manager shall comply with applicable laws of the State of Arizona and the International City Management Association ("ICMA") Code of Ethics. Town Manager shall also perform such other administrative and executive duties as required by his position and shall perform such other duties as assigned to him by the Town Council.

1.2 Town Manager shall devote his working day to the business of Town, it being recognized and agreed that the position of Town Manager is full-time and that he will hold no other positions for monetary gains without approval of the Town Council. Notwithstanding the full-time nature of Town Manager's duties, he shall conduct his work hours as an executive employee, thereby giving to Town Manager the discretion as to his actual time and place of work which may include occasional working after regular work hours and on holidays. Such executive obligation will include the privilege that Town Manager also has the discretion to absent himself from Town offices for personal reasons provided that the operations of Town will not suffer and that he can be reached on short notice.

1.3 Town Manager shall reside within the town limits of the Town of Quartzsite.

### 2. TERM

2.1 This Agreement commences on May 12, 2014 and shall continue until terminated by Town or Town Manager as provided in Paragraphs 2.1 and 2.2. Town Manager serves at the pleasure of the Town Council and nothing herein shall be taken to prevent, limit or otherwise interfere with the right of the Town Council to terminate the services of Town Manager at any time, with or without cause.

2.2 In the event Town Manager voluntarily resigns as Town Manager, then Town Manager shall give the Town Council sixty (60) days' advance notice unless the Parties agree otherwise.

### 3. COMPENSATION AND BENEFITS

3.1 Compensation. Town shall pay Town Manager an annual base salary of Ninety Thousand Dollars (\$90,000.00). Payment shall be in equal biweekly installments. At the discretion of the Town Council, the annual base salary may be changed either as part of the budget process or by other action of the Town Council; however, at least for the first year of employment the Town Council may not lower Town Manager's base salary.

3.2 In addition to the salary and benefits described in Paragraph 3.1 of this Agreement, Town also agrees to provide Town Manager with the following benefits:

3.2.1. Fringe benefits provided to regular, full-time employees, including but not limited to medical insurance, dental insurance, life insurance, long and short term disability, vacation and sick leave, 401K plan and voluntary 457 plan, subject to the same rules and financial participation as all other regular, full-time employees and as may be changed from time to time.

3.2.2. Payment of actual expenses for job-related entertainment expenses upon presentation of satisfactory supporting documentation. Entertainment expenses must be related to Town Manager's duties and be in the best interest of Town. Such expenses include the purchase of food and refreshments for persons with whom Town Manager works, does business, or negotiates when such activities are for Town's benefit.

3.2.3 Use of a Town-owned vehicle for Town business, which vehicle may be taken home by Town Manger overnight. Town shall be responsible for paying for gas and maintenance and for liability, property damages and comprehensive insurance on the vehicle.

3.2.4. Town agrees to budget and to pay the professional dues and subscriptions of Town Manager for the International City Management Association, the Arizona City Management Association and the American Planning Association.

3.2.5. Town agrees to budget and to pay the reasonable travel and subsistence expenses of Town Manager at the annual conferences of the International City Management Association and the League of Arizona Cities and Towns, and the conferences of the Arizona City Management Association, in accordance with the Town's Personnel Policies. Payment for other conferences and training opportunities must receive prior approval of the Town. Air travel will be reimbursed at coach class fare. Town Manager shall provide prior notification to the Council of his attendance plans.

### 4. ANNUAL PERFORMANCE REVIEW

4.1 The Council shall provide Town Manager with a performance review on or about August 12, 2014 and November 12, 2014, and thereafter, annual performance reviews on the anniversary dates of this Agreement. The performance reviews will include an opportunity for Town Manager to meet and discuss the review.

4.2 The Council and Town Manager will work together to prepare mutually agreeable goals for the Town Manager. After such goals have been established, performance reviews will include discussions of the accomplishment or progress toward those goals.

## 5. TRANSITION ASSISTANCE

5.1 Town shall reimburse Town Manager expenses relocate to the Town of Quartzsite, not to exceed Ten Thousand Dollars (\$10,000.00), for both: (i) actual moving expenses to the Town of Quartzsite, (ii) transition living assistance for forty-five (45) days, (iii) one trip by air (coach class) for Town Manager and his wife in April 2014 to make housing arrangements and preparation for the position, and (iv) travel expenses (coach if by air) for Town Manager and his family to move to Quartzsite. Town Manager shall submit receipts to the Town Clerk supporting these expenses. Town Manager shall instruct the moving company to invoice Town directly, and Town shall pay such invoice, provided however, Town Manager shall review and approve such invoice prior to payment by the Town. Town will advance not to exceed Two Thousand Dollars (\$2,000.00) for other expenses, if any, authorized by this paragraph upon request of Town Manager and receipts supporting expenses paid for with the advance shall be submitted to Town within a reasonable time after Town Manager's relocation to Quartzsite. Payment of the transition assistance (including the advanced funds) is contingent on Town Manager assuming the duties of Town Manager as set forth in this Agreement and such transition assistance shall be reimbursed by Town Manager if for any reason Town Manager does not assume the duties of Town Manager.

5.2 Town Manager shall be responsible for, and Town shall have no obligation to pay, tax liabilities, if any, arising from payment for the transition living assistance described in Paragraph 5.1

## 6. SEVERANCE

In the event the Town Manager is terminated without cause or is forced to resign by the Town Council during the time that Town Manager is willing and able to perform the duties of Town Manager, then the Town Council agrees to pay Town Manager a lump sum cash payment in full settlement of any causes of action, claims, damages, attorneys fees and costs and arising out of the termination in the amount of three (3) months annual base salary plus the amount of health insurance premiums for Town Manager and his dependents for the first three (3) months of COBRA coverage following termination. The lump sum cash payment shall be paid no more than thirty (30) days following the Town Manager's termination. Prior to receipt of severance pay, Town Manager shall execute a waiver and release of claims in a form satisfactory to the Town Attorney. If Town Manager is terminated with cause, Town shall have no obligation to pay severance damages. "Cause" includes, but is not limited to, breach of this Agreement, conviction of an illegal act, and refusal to carry out a lawful direction of the Town Council. If Town Manager is terminated for cause, Town Manager may request that the Council provide him with an opportunity to meet with the Council to discuss the grounds for termination with cause.

7. MODIFICATION

Any modifications to this Agreement shall be in writing and signed by each party.

8. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties and shall be governed by and construed in accordance with the laws of the State of Arizona. Venue for any legal action shall be the La Paz County Superior Court.

9. NOTICE

Any notice concerning this Agreement must be in writing delivered personally or sent by certified or registered mail as follows:

To Town:

Town Clerk  
PO Box 2812  
Quartzsite, AZ 85346

To Town Manager:

300 North Eastview Parkway  
Hamilton, OH 45011

or other address provided by either party.

10. SEVERABILITY

If any part of this Agreement is determined by a court of competent jurisdiction to be in conflict with any statute or constitution or to be unlawful for any reason, the parties intend that the remaining provisions of this Agreement shall remain in full force and effect unless the stricken provision leaves the remaining Agreement unenforceable.

11. CONFLICT OF INTEREST

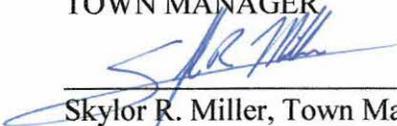
This Agreement may be terminated pursuant to ARS Section 38-511. In addition, Town Manager covenants that he presently has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of services of Town Manager.

IN WITNESS WHEREOF, Town and Town Manager have executed this Agreement as of the date first written.

TOWN OF QUARTZSITE

\_\_\_\_\_  
Ed Foster, Mayor

TOWN MANAGER

  
\_\_\_\_\_  
Skylor R. Miller, Town Manager

Attest:

---

Tina Abriani, Town Clerk

Approved as to form:

---

Curtis, Goodwin, Sullivan,  
Udall & Schwab, PLC  
Town Attorneys  
By: Susan D. Goodwin



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, March 25, 2014

**Agenda Item #8** Discussion and possible approval of an extension to the employment contract between the Town and Laura Bruno, as requested by the new Town Manager, to provide for an orderly transition.

**Summary:** On March 11, 2014, the Council approved an employment contract extension for Town Manager through May 11, 2014, and subsequent service in an advisory capacity through May 16, 2014.

To provide for an orderly transition, the new Town Manager requests the termination date of the employment contract with Laura Bruno, in an advisory capacity, be extended through May 30, 2014. No other changes are proposed to the existing employment contract.

**Responsible Persons:** Carol Kelley, Council Member  
Mike Jewitt, Vice Mayor

**Attachment:** None

**Action Requested:** Approve extension of the termination date of the existing employment contract with Laura Bruno through May 30, 2014.