

**AGENDA**  
**TOWN OF QUARTZSITE**  
**465 NORTH PLYMOUTH AVENUE, QUARTZSITE, AZ, 85346**  
**SPECIAL MEETING OF**  
**PLANNING & ZONING COMMISSION**  
**MUNICIPAL BOARD**  
**FRIDAY, FEBRUARY 15, 2013 AT 2:00 PM**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Chair: Doug Ross

Commissioner: Barbara Bowman

Commissioner: Jim Murphy

Commissioner: Starr Bearcat

Vice Chair: Violet Kiss

Commissioner: Dennis Kuehl

Commissioner: Dennis Wall

**BUSINESS:**

Discussion and recasting of advisory ballot for P & Z recommendations to the Town Council for appointment consideration to the P & Z Commission.

**ADJOURNMENT:**

**HANDICAPPED ACCESSIBLE**  
**BOARD MAY NOT ACT ON ITEMS ON THE AGENDA**

**Certificate 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 \_\_\_\_\_ 2013 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

465 North Plymouth Avenue • PO Box 2812 • Quartzsite, AZ 85346

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DATE: February 11, 2013

TO: Members of the Common Council

FROM:  Laura Bruno  
Interim Town Manager

RE: Correction of anonymous ballot – P&Z Commission

Over the last several months, the Council and staff have been faced with a number of issues related to the membership of the Planning and Zoning Commission.

In the late summer and fall of 2012, there were seats identified as needing to be filled on the P&Z Commission. During the course of moving these appointments forward, some members of the commission demanded the right to be able to make recommendations to the Town Council for the filling of these open seats. Although the P&Z Commission as a whole had never before been involved in reviewing potential candidates and making recommendations for commission membership to the Town Council, staff made the concession to allow such review to those making the demands.

However, as events unfolded, other members of the commission voiced concern about having to make public their recommendations. In exploring ways to accommodate both sides of the matter, staff looked to Robert's Rules of Order, which provides for anonymous ballots to be cast. Thus, for the P&Z Commission meeting of December 18, 2012, the commission members were allowed the opportunity to interview the candidates and then complete an unsigned ballot. These ballots were tallied, the results read, and provided to the Town Council as "recommendations" for membership on the P&Z Commission.

I have recently been contacted by Kathryn Marquoit, State Assistant Ombudsman for Public Access. Ms. Marquoit indicated to me she had received a complaint about our P&Z Commission meeting of December 18<sup>th</sup>. After reviewing the meeting in its entirety, Ms. Marquoit advised that the anonymous ballot for recommendations was a violation, and advised that we should correct the violation as soon as possible. Ms. Marquoit also indicated where there is a conflict, the State's Open Meeting Laws supersedes the Rules of Order.

Finally Ms. Marquoit closed by saying this was the only item on the P&Z Commission meeting agenda that she saw a problem with, and went on to say that she has seen a vast improvement in our Town's agendas and meeting conduct. Her words were very welcome.

We are shortly scheduling a special meeting of the P&Z Commission to correct this specific violation.

**PLANNING & ZONING COMMISSION**  
**COMMISSIONER SELECTION**  
**BALLOT LIST**  
**DECEMBER 2012**

The following persons have expired terms on the Planning & Zoning Commission and have expressed an interest in renewing their three year terms:

BEARCAT, STARR                      Expired 01/01/2012

BOWMAN, BARBARA                  Expired 03/01/2012

KISS, VIOLET                         Expired 03/01/2012

**PLEASE NOTE**

THE FOLLOWING PERSONS HAVE FILLED OUT VOLUNTEER STATEMENTS STATING THEIR INTEREST IN SITTING ON THE PLANNING AND ZONING COMMISSION:

***VOLUNTEER INTEREST STATEMENTS ARE ATTACHED.***

FONDA, SUZAN

HEARNE, JESSE

MILLS, JENNY

TAYLOR, DEAN

**RECOMMEND ANY THREE (3) ON THE BALLOT**

PLANNING & ZONING COMMISSION  
COMMISSIONER SELECTION  
**BALLOT FORM**  
DECEMBER 2012

**RECOMMEND ANY THREE (3) ON THE BALLOT**

BEARCAT, STARR

BOWMAN, BARBARA

FONDA, SUSAN

HEARNE, JESSE

KISS, VIOLET

MILLS, JENNY

TAYLOR, DEAN

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Signature

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Date