

COUNCIL MEETING AGENDA

March 12, 2013

Members may attend in person or by telephone

Ed Foster, Mayor
Michael Jewitt, Vice Mayor

Patricia Anderson
Carol Kelley
Pat Workman

Norma Crooks
Mark Orgeron

**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.*

Est. Time	AGENDA ITEM	COUNCIL ACTION
9:00	CALL TO ORDER OF REGULAR MEETING	
9:00 – 9:05	INVOCATION AND PLEDGE OF ALLEGIANCE <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	ROLL CALL	
9:05 – 9:06	APPROVAL/AMENDMENT OF AGENDA	Discussion, possible action by MOTION.
9:06 -9:10	PRESENTATIONS; PROCLAMATIONS	
	Recognition of 15 years of Service for Robert Troxler	

9:10 – 9:15		<p>CONSENT AGENDA</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>	
	1.	<p>LEDGER OF ACCOUNTS PAID – Consider approval of check series 35055 – 35285, totaling \$138,438.04</p>	Discussion; possible action by MOTION; may be acted upon with single motion.
	2.	<p>MINUTES – Consider approval of the minutes of the Regular Meeting of February 26, 2013.</p>	Discussion; possible action by MOTION; may be acted upon with single motion.
	3.	<p>Consider approval of purchase of two F-250 Pickup Trucks from Parker Ford at a price below what we would pay under the State Master Contract</p>	Discussion; possible action by MOTION; may be acted upon with single motion.
	4.	<p>Consider approval of engagement agreement with Colby & Powell PLC, to audit the Town of Quartzsite's financial statements for the year ended June 30, 2012.</p>	Discussion; possible action by MOTION; may be acted upon with single motion.
	5.	<p>Consider approval of renewal of agreement between the Town of Quartzsite, Arizona and Interim Magistrate Lawrence King.</p>	Discussion; possible action by MOTION; may be acted upon with single motion.
	6.	<p>Consider approval of Service Agreement, with the State of Arizona, for ADOA-GAO Openbooks.</p>	
		<p>ADMINISTRATIVE ITEMS</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>	

9:15 – 10:15	7.	Discuss and consider approval of amendments to the Town's 2012-13 operating budget.	Discussion, possible action or direction by MOTION
10:15 - 10:25		COMMUNICATIONS	
	8	Announcements from members of the COUNCIL on current events.	
	9.	Report from the TOWN Manager to the Council	
10:25 - 10:40		COMMUNICATIONS FROM CITIZENS <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. There is a 3 minute limit for each speaker. 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>	
10:40		ADJOURN	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 _____, 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

REGULAR COUNCIL MEETING

Tuesday, February 26, 2013

Agenda Item #1 **Ledger of Accounts Paid.**

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 of any time.

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

Responsible Person: Laura Bruno, Interim Town Manager

Attachment: Ledger of Accounts Paid: Check series 35154 - 35224

Action Requested: Consider approval of the Ledger of Accounts Paid; Check series 35154 - 35224.

**Council Meeting of March 12, 2013
Check Register/ Revenue/ Consent Agenda**

Horizon Community Bank- Begin Ck# 35225-35285

Balances on all cash accounts as of March 7, 2013

Checking Account	\$	\$2,389,086.37
LGIP Account	\$	687,575.45
WIFA Debt Reserve Account	\$	109,046.68

Total Expensed Dollar Amount for Consent Agenda	\$	252,7524.41
Total Payroll for Pay Period Ending 3/02/13	\$	121,382.33
YTD Total Revenue Dollar Amount for Consent Agenda	\$	904,467.76
YTD Total Sewer Sales Revenue as of 03/7/13	\$	513,884.52
YTD Total Sewer Cap Revenue as of 03/7/13	\$	17,971.55
YTD Total Water Sales Revenue as of 03/7/13	\$	484,714.88
YTD Total Water Cap Revenue as of 03/7/13	\$	22,876.16

Report Criteria:

Report type: GL detail

Check.Check Number = 35225-35285

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
35225						
03/01/2013	35225	ACC Business	12.92	Phone Service	01-110-5041	12.92
03/01/2013	35225	ACC Business	90.45	Phone Service	01-130-5041	90.45
03/01/2013	35225	ACC Business	38.82	Phone Service	01-135-5041	38.82
03/01/2013	35225	ACC Business	142.13	Phone Service	01-140-5041	142.13
03/01/2013	35225	ACC Business	51.69	Phone Service	01-150-5041	51.69
03/01/2013	35225	ACC Business	38.82	Phone Service	01-160-5041	38.82
03/01/2013	35225	ACC Business	25.94	Phone Service	01-185-5041	25.94
03/01/2013	35225	ACC Business	38.82	Phone Service	03-220-5041	38.82
03/01/2013	35225	ACC Business	12.92	Phone Service	15-500-5041	12.92
03/01/2013	35225	ACC Business	38.82	Phone Service	16-550-5041	38.82
Total 35225:			491.33			
35226						
03/01/2013	35226	Atkins	7,933.51	Inv#1161338 TOQ On-Call Engin	15-500-5037	7,933.51
Total 35226:			7,933.51			
35227						
03/01/2013	35227	Blue Cross& Blue Shield O	1,953.60	Employee Payroll Deduction	01-000-2208	1,953.60
03/01/2013	35227	Blue Cross& Blue Shield O	18,913.93	Payroll Payables	01-000-2208	18,913.93
Total 35227:			20,867.53			
35228						
03/01/2013	35228	Bradley Chevrolet	149.19	Inv#5011619: 8 Insulaters & Door	01-140-5025	149.19
03/01/2013	35228	Bradley Chevrolet	666.10	Inv#5011619: Vehicle Panel for W	15-500-5025	666.10
Total 35228:			815.29			
35229						
03/01/2013	35229	ClassicPlan Premium Fina	915.07	Liability Insurance	01-185-5046	915.07
03/01/2013	35229	ClassicPlan Premium Fina	2,243.47	Liability Insurance	01-130-5046	2,243.47
03/01/2013	35229	ClassicPlan Premium Fina	4,811.90	Liability Insurance	01-140-5046	4,811.90
03/01/2013	35229	ClassicPlan Premium Fina	746.09	Liability Insurance	01-150-5046	746.09
03/01/2013	35229	ClassicPlan Premium Fina	915.07	Liability Insurance	01-170-5046	915.07
03/01/2013	35229	ClassicPlan Premium Fina	9,688.77	Liability Insurance	03-220-5046	9,688.77
03/01/2013	35229	ClassicPlan Premium Fina	1,299.81	Liability Insurance	04-230-5046	1,299.81
03/01/2013	35229	ClassicPlan Premium Fina	3,158.54	Liability Insurance	15-500-5046	3,158.54
03/01/2013	35229	ClassicPlan Premium Fina	2,217.48	Liability Insurance	16-550-5046	2,217.48
Total 35229:			25,996.20			
35230						
03/01/2013	35230	Cyle Johnson Electric	228.10	Inv#50293 Parts for Outside Light	16-550-5030	228.10
Total 35230:			228.10			
35231						
03/01/2013	35231	Dennis Patterson	25.00	Pest Control Services	15-500-5035	25.00
03/01/2013	35231	Dennis Patterson	37.00	Pest Control Services	01-130-5035	37.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
03/01/2013	35231	Dennis Patterson	33.00	Pest Control Services	03-220-5035	33.00
03/01/2013	35231	Dennis Patterson	30.00	Pest Control Services	01-140-5035	30.00
03/01/2013	35231	Dennis Patterson	25.00	Pest Control Services	01-185-5035	25.00
Total 35231:			150.00			
35232						
03/01/2013	35232	FBI - LEEDA	50.00	Inv#5103-13: 2013 Annual Dues f	01-140-5051	50.00
Total 35232:			50.00			
35233						
03/01/2013	35233	Heinfeld, Meech & Co., P.	15,569.27	Inv#61338: Professional Svcs Dec	01-135-5031	15,569.27
Total 35233:			15,569.27			
35234						
03/01/2013	35234	Hilario Tanakeyowma	138.74	Reimbursement: Uniform Purchas	01-140-5019	138.74
03/01/2013	35234	Hilario Tanakeyowma	54.41	Reimbursement: Equipment Purc	28-200-5026	54.41
Total 35234:			193.15			
35235						
03/01/2013	35235	Jeff, Gilbert	64.22	Reimbursement for Office Supplie	01-140-5021	64.22
Total 35235:			64.22			
35236						
03/01/2013	35236	Kent & Ryan PLC	840.00	Inv#191: D. Dailey TR2013-0003	01-150-5074	840.00
Total 35236:			840.00			
35237						
03/01/2013	35237	Laura Bruno	56.44	Fuel to Travel to Phx for Personne	01-130-5024	56.44
Total 35237:			56.44			
35238						
03/01/2013	35238	Margaret E. Ratliff	70.50	Refund: Plumbing Permit	01-000-4210	70.50
03/01/2013	35238	Margaret E. Ratliff	80.25	Refund: Electrical Permit	01-000-4210	80.25
Total 35238:			150.75			
35239						
03/01/2013	35239	Parker Motor Co.	87.76	Inv#104830: Window for QPD Ve	01-140-5025	87.76
03/01/2013	35239	Parker Motor Co.	828.27	Inv#104921: Converter Asy for Q	01-140-5025	828.27
Total 35239:			916.03			
35240						
03/01/2013	35240	Parker Office Supply	31.56	Inv#52519: Signature Stamp for J	01-150-5022	31.56
03/01/2013	35240	Parker Office Supply	56.36	Inv#52519: Signature Stamp for L.	01-130-5022	56.36
Total 35240:			87.92			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
35241						
03/01/2013	35241	Petty Cash	15.19	Evening Program for Library	01-170-5022	15.19
03/01/2013	35241	Petty Cash	50.00	CPR First Aid Class for M. Rogers	20-121-5043	50.00
03/01/2013	35241	Petty Cash	17.99	Library Book Signing	01-170-5022	17.99
03/01/2013	35241	Petty Cash	13.00	Propane for Stop Bars on Streets	03-220-5029	13.00
03/01/2013	35241	Petty Cash	5.47	Cards for Town Hall	01-130-5021	5.47
03/01/2013	35241	Petty Cash	24.00	Parking for Algodones	04-230-5043	24.00
03/01/2013	35241	Petty Cash	30.70	Painting Supplies	01-140-5060	30.70
03/01/2013	35241	Petty Cash	10.31	Office Supplies-File Box	01-140-5021	10.31
03/01/2013	35241	Petty Cash	21.76	Misc. AAA Batteries, Labels Etc	01-140-5053	21.76
03/01/2013	35241	Petty Cash	6.08	Lg Round Bowls & Tissues	01-140-5022	6.08
03/01/2013	35241	Petty Cash	24.83	Valve for Urinal	01-140-5030	24.83
03/01/2013	35241	Petty Cash	35.00	Postage	01-140-5042	35.00
03/01/2013	35241	Petty Cash	6.00	Part for Movie Screen	20-121-5022	6.00
03/01/2013	35241	Petty Cash	26.54	Frames	01-145-5022	26.54
03/01/2013	35241	Petty Cash	5.08	Crafts	20-121-5096	5.08
03/01/2013	35241	Petty Cash	7.19	Trash Cans for Office P&Z	01-160-5022	7.19
03/01/2013	35241	Petty Cash	4.00	Duplicate Title for '08 Chevy	01-180-5035	4.00
03/01/2013	35241	Petty Cash	.15	Short in Cash Box	01-135-5053	.15
Total 35241:			302.99			
35242						
03/01/2013	35242	Principal Financial Group	1,651.55	Employee Payroll Deduction	01-000-2209	1,651.55
03/01/2013	35242	Principal Financial Group	1,670.75	Payroll Payables	01-000-2209	1,670.75
03/01/2013	35242	Principal Financial Group	114.90	Cobra Payables	01-000-2300	114.90
Total 35242:			3,437.20			
35243						
03/01/2013	35243	Purcell Tire Co	786.97	Inv#70269992: Tires for QPD	01-140-5025	786.97
03/01/2013	35243	Purcell Tire Co	160.81	Inv#70269992: Tire for Transit Va	04-230-5025	160.81
03/01/2013	35243	Purcell Tire Co	462.71	Inv#70271909: Tires for Vac Truc	15-500-5040	462.71
03/01/2013	35243	Purcell Tire Co	462.71	Inv#70271909: Tires for Vac Truc	03-220-5040	462.71
03/01/2013	35243	Purcell Tire Co	1,511.44	Inv#70271908: Tires for Backhoe	03-220-5040	1,511.44
03/01/2013	35243	Purcell Tire Co	1,021.93	Inv#70271908: Tires for Vac Truc	15-500-5040	1,021.93
03/01/2013	35243	Purcell Tire Co	1,021.93	Inv#70271908: Tires for Vac Truc	03-220-5040	1,021.93
03/01/2013	35243	Purcell Tire Co	395.48	Inv#70271908: Tires for QPD	01-140-5025	395.48
Total 35243:			5,823.98			
35244						
03/01/2013	35244	Purchase Power	50.00	Postage Refill	01-130-5042	50.00
03/01/2013	35244	Purchase Power	50.00	Postage Refill	01-140-5042	50.00
03/01/2013	35244	Purchase Power	50.00	Postage Refill	01-150-5042	50.00
03/01/2013	35244	Purchase Power	50.00	Postage Refill	01-160-5042	50.00
03/01/2013	35244	Purchase Power	50.00	Postage Refill	01-180-5042	50.00
03/01/2013	35244	Purchase Power	50.00	Postage Refill	01-135-5042	50.00
03/01/2013	35244	Purchase Power	50.00	Postage Refill	16-550-5042	50.00
03/01/2013	35244	Purchase Power	50.00	Postage Refill	15-500-5042	50.00
03/01/2013	35244	Purchase Power	50.00	Postage Refill	03-220-5042	50.00
Total 35244:			450.00			
35245						
03/01/2013	35245	Quill Corporation	14.81	Inv#9392037 Card Reader	01-130-5022	14.81

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
03/01/2013	35245	Quill Corporation	9.86	Inv#9392037 Supplies Lead Refill	01-160-5021	9.86
03/01/2013	35245	Quill Corporation	5.23	Inv#9443551 Office Supplies/Pen	01-130-5022	5.23
03/01/2013	35245	Quill Corporation	41.46	Inv#9443551 Office Supplies/Post	01-150-5021	41.46
03/01/2013	35245	Quill Corporation	109.79	Inv#9447704 Mesh Cart w/3 Drwr	01-150-5022	109.79
03/01/2013	35245	Quill Corporation	5.92	Inv#9618777 Snap n Store CD Ho	01-130-5022	5.92
03/01/2013	35245	Quill Corporation	61.25	Inv#9618777 HP 933 Ink Crtgd C	01-130-5021	61.25
03/01/2013	35245	Quill Corporation	8.88	Inv#9618777 Wire Desk Tray Self	01-135-5021	8.88
03/01/2013	35245	Quill Corporation	158.10	Inv#9615511 Dual Band Router fo	01-150-5060	158.10
Total 35245:			415.30			
35246						
03/01/2013	35246	Richard Campbell	35.00	Refund: Over Charge on (\$15) 3-	01-000-4230	35.00
Total 35246:			35.00			
35247						
03/01/2013	35247	Safelite Fulfillment, Inc	186.89	Windshield Replace: '05 Chevy Im	01-140-5025	186.89
Total 35247:			186.89			
35248						
03/01/2013	35248	SimplexGrinnell	101.25	Inv#68667961: Re-Wire & Re-Inst	01-130-5040	101.25
03/01/2013	35248	SimplexGrinnell	101.25	Inv#68667961: Re-Wire & Re-Inst	01-160-5040	101.25
03/01/2013	35248	SimplexGrinnell	101.25	Inv#68667961: Re-Wire & Re-Inst	01-170-5030	101.25
03/01/2013	35248	SimplexGrinnell	101.25	Inv#68667961: Re-Wire & Re-Inst	15-500-5040	101.25
03/01/2013	35248	SimplexGrinnell	101.25	Inv#68667961: Re-Wire & Re-Inst	16-550-5040	101.25
03/01/2013	35248	SimplexGrinnell	101.25	Inv#68667961: Re-Wire & Re-Inst	01-135-5040	101.25
03/01/2013	35248	SimplexGrinnell	101.25	Inv#68667961: Re-Wire & Re-Inst	01-150-5040	101.25
03/01/2013	35248	SimplexGrinnell	101.25	Inv#68667961: Re-Wire & Re-Inst	01-110-5035	101.25
Total 35248:			810.00			
35249						
03/01/2013	35249	Steve Henrichs	36.00	Per Diem: Code Enforcement Trn	01-160-5043	36.00
Total 35249:			36.00			
35250						
03/01/2013	35250	U.S. Bank Operations Ctr.	13,191.67	Excise Tax Revenue Bond Obligat	01-000-1105	13,191.67
Total 35250:			13,191.67			
35251						
03/01/2013	35251	Vision Service Plan	297.32	Employee Payroll Deduction	01-000-2209	297.32
Total 35251:			297.32			
35252						
03/01/2013	35252	Weeks Printing	32.19	Inv#22362: 2 - 11x17 Copies of M	15-500-5033	32.19
03/01/2013	35252	Weeks Printing	32.18	Inv#22362: 2 - 11x17 Copies of M	16-550-5033	32.18
03/01/2013	35252	Weeks Printing	32.83	Inv#22335: 11x17 Copy of Map w/	01-160-5033	32.83
Total 35252:			97.20			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
35253						
03/01/2013	35253	Yuma Winnelson Co.	1,560.88	Inv#228554 Plug Valve Repair for	15-500-5040	1,560.88
03/01/2013	35253	Yuma Winnelson Co.	818.61	Inv#229356: Part to Repair Hydra	16-550-5040	818.61
03/01/2013	35253	Yuma Winnelson Co.	49.51	Inv#229708: Valve Repair for WW	15-500-5040	49.51
Total 35253:			<u>2,429.00</u>			
35262						
03/07/2013	35262	APS	1,082.96	Electric Service	01-130-5048	1,082.96
03/07/2013	35262	APS	448.23	Electric Service	01-140-5048	448.23
03/07/2013	35262	APS	393.80	Electric Service	01-170-5048	393.80
03/07/2013	35262	APS	196.90	Electric Service	01-150-5048	196.90
03/07/2013	35262	APS	278.69	Electric Service	01-180-5048	278.69
03/07/2013	35262	APS	289.30	Electric Service	03-220-5048	289.30
03/07/2013	35262	APS	467.19	Electric Service for Street Light	03-220-5049	467.19
03/07/2013	35262	APS	7,439.53	Electric Service	15-500-5048	7,439.53
03/07/2013	35262	APS	295.35	Electric Service	01-185-5048	295.35
03/07/2013	35262	APS	12,286.45	Electric Service	16-550-5048	12,286.45
03/07/2013	35262	APS	261.23	Electric Service	01-182-5048	261.23
Total 35262:			<u>23,439.63</u>			
35263						
03/07/2013	35263	Aramark	155.98	8 Cool & Dry Flexfit Caps for Wat	16-550-5022	155.98
Total 35263:			<u>155.98</u>			
35264						
03/07/2013	35264	AZ Dept. of Health Service	2,111.00	Inv#15353: Lab License Renewal	15-500-5051	2,111.00
Total 35264:			<u>2,111.00</u>			
35265						
03/07/2013	35265	C B Plumbing & Septic Tan	322.00	Inv#64438: Burger King: Broken	16-550-5091	322.00
Total 35265:			<u>322.00</u>			
35266						
03/07/2013	35266	Colorado River Sand & Ro	686.00	Inv#84237: Head Walls on Cemet	03-220-5105	686.00
Total 35266:			<u>686.00</u>			
35267						
03/07/2013	35267	Empire Southwest	126.27	Inv#EMPS3069748: Parts for CA	03-220-5040	126.27
Total 35267:			<u>126.27</u>			
35268						
03/07/2013	35268	Herbs Hardware, Inc.	418.15	Maintemamce & Repair Parts	03-220-5060	418.15
03/07/2013	35268	Herbs Hardware, Inc.	9.81	Maintemamce & Repair Parts	01-140-5022	9.81
03/07/2013	35268	Herbs Hardware, Inc.	152.09	Maintemamce & Repair Parts	01-180-5086	152.09
03/07/2013	35268	Herbs Hardware, Inc.	339.11	Maintemamce & Repair Parts	15-500-5060	339.11
03/07/2013	35268	Herbs Hardware, Inc.	35.06	Maintemamce & Repair Parts	16-550-5040	35.06
03/07/2013	35268	Herbs Hardware, Inc.	2.29	Maintemamce & Repair Parts	20-121-5022	2.29
03/07/2013	35268	Herbs Hardware, Inc.	152.00	Maintemamce & Repair Parts	01-182-5060	152.00
03/07/2013	35268	Herbs Hardware, Inc.	207.21	Maintenance & Repair Parts	01-180-5060	207.21

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 35268:			1,315.72			
35269						
03/07/2013	35269	Hill Brothers Chemical Co.	750.00-	Drop Off 6-Chlorine Cyl	15-500-5050	750.00-
03/07/2013	35269	Hill Brothers Chemical Co.	2,136.17	Pick Up 6 Chlorine & 1 Sulfur Diox	15-500-5050	2,136.17
Total 35269:			1,386.17			
35270						
03/07/2013	35270	Inland Builders Supply, Inc.	38.31	Inv#391608:Nutdriver, Valve Rea	01-140-5030	38.31
Total 35270:			38.31			
35271						
03/07/2013	35271	Lawrence C. King	2,356.11	Inv#2013-005: Interim Magistrate	01-150-5032	2,356.11
Total 35271:			2,356.11			
35272						
03/07/2013	35272	Michael Lancaster	150.00	Direct Dep ACH Acct# Incorrect/	01-000-2213	150.00
Total 35272:			150.00			
35273						
03/07/2013	35273	Northern Safety Co.	33.68	Inv#900323204: 2 1st Aid Kit for R	01-185-5022	33.68
03/07/2013	35273	Northern Safety Co.	16.84	Inv#900323204: 1st Aid Kit for Co	01-182-5022	16.84
Total 35273:			50.52			
35274						
03/07/2013	35274	Ozuna, Felipe	1,250.00	Inv#107: Trng & Review of Test fo	15-500-5043	1,250.00
Total 35274:			1,250.00			
35275						
03/07/2013	35275	Parker Motor Co	987.41	Inv#09343: ABS Fuse/Fuel Pump	01-140-5025	987.41
Total 35275:			987.41			
35276						
03/07/2013	35276	River City Newspapers	76.60	Ad for Director of Community Dev	01-160-5033	76.60
03/07/2013	35276	River City Newspapers	100.90	Ad for Director of Community Dev	01-160-5033	100.90
03/07/2013	35276	River City Newspapers	51.06-	Credit Balance on Acct#6290 (Pal	01-135-5033	51.06-
Total 35276:			126.44			
35277						
03/07/2013	35277	Rush Signs	100.00	La Paz County Fair Booth Sign	01-145-5022	100.00
Total 35277:			100.00			
35278						
03/07/2013	35278	Sams Club Credit	63.19	Snacks for Recreation Dept	01-185-5095	63.19
03/07/2013	35278	Sams Club Credit	109.12	Movies & Supplies for Life Skills	20-121-5096	109.12
03/07/2013	35278	Sams Club Credit	65.86	Storage Shelf for QPD	01-140-5070	65.86

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
03/07/2013	35278	Sams Club Credit	37.60	Cups & Batteries for QPD	01-140-5022	37.60
Total 35278:			<u>275.77</u>			
35279						
03/07/2013	35279	Steve Henrichs	36.00	Per Diem: CELA Trng 3/14/2013	01-160-5043	36.00
Total 35279:			<u>36.00</u>			
Grand Totals:			<u>136,835.62</u>			
Grand Totals:			<u>138,438.04</u>	<u>138,438.04-</u>		<u>.00</u>

Report Criteria:

Report type: GL detail
 Check.Check Number = 35225-35285



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, March 12, 2013

Agenda Item #2

Minutes

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:

Terry Frausto, Town Clerk

Attachment:

Minutes for February 26, 2013 Regular Meeting

Action Requested:

Consider approval of the Minutes of the Regular Meeting of February 26, 2013.

**MINUTES
TOWN OF QUARTZSITE
MEETING OF THE COMMON COUNCIL
TUESDAY, FEBRUARY 26, 9:00 AM**

CALL TO ORDER: 9:00 am
Mayor Foster

INVOCATION:
No invocation

PLEDGE OF ALLEGIANCE:
Pledge said by all and led by Vice Mayor Jewitt

ROLL CALL:
Present: Mayor Foster, Vice Mayor Jewitt, Council Member Anderson, Council Member Kelley, Council Member Crooks, Council Member Workman, Council Member Orgeron.

ABSENT:

STAFF PRESENT:
Laura Bruno – Interim Town Manager, David Ward – Acting Town Attorney, Terry Frausto – Town Clerk.

APPROVAL/AMENDMENT OF AGENDA:
Motion: Motion to approve the agenda as written, Action: Approve, Moved by Council Member Anderson, Seconded by Vice Mayor Jewitt.
Motion: Motion to open to public discussion #4, Action: Amend, Moved by Mayor Foster, Seconded by Council Member Workman. All approved.
Motion: To approve agenda as amended. Action: Approve, Moved by Mayor Foster, Seconded by none.
Motion passed unanimously

REPORTS & ANNOUNCEMENTS:

CONSENT AGENDA:
Motion: to accept the consent agenda as presented, Action: Approve, Moved by Vice Mayor Jewitt, Seconded by Council Member Anderson.
Motion passed unanimously.

NEW BUSINESS:
Review, discussion and possible approval of one - year employment contract between the Town and Laura as Town Manager.

Violet Kiss spoke on the subject.
Dean Taylor spoke on the subject.
Susan Fonda spoke on the subject.

Dick Thompson spoke on the subject.
Carolyn Guthrie spoke on the subject.
Jennifer Jones spoke on the subject.
Sue Zuege spoke on the subject.
Ron Zuege spoke on the subject.
Vice Mayor Jewitt spoke on the subject.
Council Member Kelley spoke on the subject.
Council Member Anderson spoke on the subject.
Vice Mayor Jewitt and Council Member Kelley spoke on who put the item on the agenda.
Council Member Orgeron spoke on the subject.
Norma Crooks spoke on the subject.

Mayor Foster asked about the committee that is working on the water rates. Town Manager Bruno responded.
Mayor asked the attorney if Laura Bruno's interpretation of the committee was correct.
Acting attorney Ward responded that this committee is not in violation.

Mayor Foster asked what the mission of the committee was and what authority it had and what they are doing. Interim Town Manager Bruno gave a brief description on what the committee was doing concerning the water rates.

Starr Bearcat spoke on the subject.
Mayor Foster asked Interim Town Manager Bruno about the budget.
Interim Town Manager Bruno gave a brief description on where the town stands with the budget. Mayor Foster asked the Interim Town Manager how we were going to pay the Town's bills. Interim Town manager Bruno reviewed where we were with current cuts that had been made. She also reviewed where we were with the cost of insurance coverage.
Council Member Anderson asked about the statement made on one year and twelve month coverage. Interim Town manager Bruno explained about paying for the insurance and it being expensed in two fiscal years. Council Member Anderson ask about the amount Bruno was being paid. Interim Town Manager Bruno explained the amounts in the contract. Council Member Workman asked about the amount Bruno was being paid in comparison to Taft. Those amounts were explained.
Mayor foster asked about the benefits package Interim Town Manager Bruno would be receiving and it was explained.

Dean Taylor spoke on the subject.
Skip Gallup spoke on the subject.
Jennifer Jones spoke on the subject.

Motion: Move that we continue Ms. Bruno's contract for one year subject to the conditions of the original contract action: Approve, Moved by Vice Mayor Jewitt, Seconded by Council Member Crooks.

Vote: Motion passed (summary: Yea = 5, Nay = 2, Abstain = 0).

Yea: Vice Mayor Jewitt, Council Member Anderson, Council Member Kelley, Council Member Crooks, Council Member Orgeron.
Nay: Mayor Foster, Council Member Workman.

Consider the appointment of one regular member to the Health and Development Services Board with a term ending April 2015. Recommendation is Carolyn Guthrie.

Motion: Recommend Carolyn Guthrie to the Health and Development Services Board with a term ending April 2015, Action: Approve, Moved by Council Member Anderson, Seconded by Council Member Crooks.
Motion passed unanimously.

Communications from Citizens:

Shanana Rain GoldenBear spoke on a letter that was released by a Council Member that it go through the proper channels.

Jennifer Jones spoke on Council Members having the right to waive the right to confidentiality.

ADJOURNMENT: 9:55 am

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of February 26, 2013, of the Town Council of Quartzsite, Arizona.

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

DATED this 12th day of March, 2013

Terry Frausto, Town Clerk

On behalf of the Common Council

Approved:

Ed Foster, Mayor



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, March 12, 2013

Agenda Item #3 **Consider Approval of purchase of two F-250 Pickup Trucks from Parker Ford at a price below what we would pay under the State Master Contract.**

Summary: The 2012-13 Budget for the Public Works department includes an approved capital expenditure of \$50,000 for two F-250 pickup trucks.

Staff have secure three written bids for the same make and model vehicle, including sales tax, as follows:

- Sanderson Ford (under State Master Contract) \$72,417.86
- Bradley Ford \$53,924.52
- Parker Ford \$50,622.40

The Town's Cooperative Purchasing Code provides that purchases may be made without a formal bidding process whenever other governmental units have done so for the same item if a separate bidding process is not likely to result in a lower price for such items.

The price offered by Parker Ford is the lowest of the three written bids and significantly below what we would pay under the State Master Contract.

Responsible Person: Emmett Brinkerhoff, Public Works Director

Attachment: Quotes from Sanderson Ford, Bradley Ford and Parker Ford.

Action Requested: Approve purchase of two F-250 Pickup Trucks from Parker Ford at a price below what we would pay under the State Master Contract.

Fax. Cover Sheet
Sanderson Ford

6400 N. 51 Ave. Glendale, AZ. 85301
 Office; 623.842.8600 Fax; 623.842.8625
 Cell;602.499.0221

To: Tracey Hess
 From: Mike Miller

Hello Tracey,
 Thank you for the opportunity to help you. Here are two bids for a
 F250 reg. cab xl. & F150 4X4 super-cab (Extra space for storage &
 more passengers if needed). I have included the window stickers.

-2013 F250 4X4 reg. cab

MSRP: 35,265.
 Fleet Price 33,294.
 Rebate: -1,000.(There is another \$1,000 rebate if fin. through
 Ford Credit.)

32,294.

Tax 3,067 (did not know if exempt)
 Plates 598.(did not know if exempt)
 Doc. Fee: 249.
 Out the door: 36,208.93

(If you have a Ford Ranger currently in fleet, you can get another
 \$1,000 rebate)

-2013 F-150 Super-cab 4X4

MSRP: 35,560.
 Fleet Price: 33,619.
 Rebate: -3,500. (There is another \$1,000 rebate if fin.
 through Ford Credit.)

30,119

Tax: 2,861.30(did not know if exempt)
 Lic. Plate: 582.(did not know if exempt)
 Doc. Fee: 249.
 Out the Door: 33,811.30

(If you have a Ford Ranger currently in fleet, you can get another
 \$1,000 rebate)

Thank you again Tracey for the opportunity to help you. Please let me know how I can help. The best number to reach me at is my cell, 602.499.0221.

-Mike Miller
(Sanderson Ford Sales)



Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

Vehicle Description

VIN 1FTBF2B63DE A18523

F-SERIES SD 2013 F250 4X4 SD R/C
6.2L EFI V-8 ENGINE
6 SPEED AUTOMATIC TRANS

Exterior
OXFORD WHITE
Interior
STEELCLOTH 40/20/40 SEAT

Standard Equipment INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- . GRILLE - BLACK
- . LOCKING REMOVABLE TAILGATE
- . W/LIFT ASSIST-NA W/BOX DL
- . PICKUP BOX, TIE DOWN HOOKS
- . -NA W/BOX DLT
- . SPARE TIRE AND WHEEL LOCK
- . -NA W/BOX DLT
- . TOW HOOKS

INTERIOR

- . AIR COND, MANUAL FRONT
- . BLACK VINYL FLOOR COVERING
- . DAY/NIGHT REARVIEW MIRROR
- . TILT/TELESCOPE STR COLUMN
- . VINYL SUN VISORS

FUNCTIONAL

- . AM/FM STEREO W/CLOCK
- . FIXED INTERVAL WIPERS
- . HILL START ASSIST
- . MANUAL LOCKING HUBS
- . MANUAL TELESCOPIC TT MIRRORS
- . MANUAL WINDOWS / LOCKS
- . MONO BEAM COIL SPRING SUSPENSION W/ STABIL BAR
- . TRAILER SWAY CONTROL
- . TRAILER TOW PKG

SAFETY/SECURITY

- . 4-WHEEL ABS
 - . AIRBAGS - SAFETY CANOPY
 - . DRIVER/PASSENGER AIR BAGS
 - . MYKEY
 - . REAR HIGH MOUNT STOP LAMP
 - . SECURILOCK PASS ANTI THEFT
 - . SOS POST CRASH ALERT SYS
- WARRANTY**
- . 3YR/36,000 BUMPER / BUMPER
 - . 5YR/60,000 POWERTRAIN
 - . 5YR/60,000 ROADSIDE ASSIST

Price Information

Optional Equipment

- 2013 MODEL YEAR
- OXFORD WHITE
- STEEL CLOTH
- PREFERRED EQUIPMENT PKG.600A
- .XL TRIM
- .TRAILER TOWING PACKAGE
- .AIR CONDITIONING -- CFC FREE
- .6.2L EFI V-8 ENGINE
- 6 SPEED AUTOMATIC TRANS
- .LT245/75R17E BSW ALL SEASON
- 3.73 ELECTRONIC LOCKING AXLE
- JOB #1 ORDER
- 10000# GVWR PACKAGE
- ELECTRONIC SHIFT ON THE FLY

- ENGINE BLOCK HEATER 75
- SKID PLATES 100
- CALIFORNIA EMISSIONS SYSTEM
- SNOW FLOW PACKAGE 85
- SPARE TIRE AND WHEEL
- TRAILER BRAKE CONTROLLER 230
- CRUISE CONTROL 235
- 12.5K TRAILER HITCH
- AM/FM STEREO CD/CLK 275
- JACK
- STEERING WHEEL AUDIO CONTROLS 70
- CLOTH 40/20/40 SEAT 100
- AUX AUDIO INPUT JACK
- SYNC VOICE ACTIVATED SYSTEMS 295
- DAYTIME RUNNING LIGHTS 45

BASE PRICE

\$32,185

TOTAL VEHICLE & OPTIONS 34,270
DESTINATION & DELIVERY 995

TOTAL MSRP \$35,265

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".



Estimated Annual Fuel Cost: \$

CITY MPG

HIGHWAY MPG

Vehicle Engine Information

NOT APPLICABLE TO THIS UNIT

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway.
For Comparison Shopping all vehicles classified as have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway



Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at www.Ford-ESP.com.

MIKE MILLER
SANDERSON FORD
(623) 842-8600



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Vehicle Description

F-150

**2013 F150 4X4 S/C
5.0L V8 FFV ENGINE
ELECTRONIC 6-SPD AUTO**

VIN 1FTVX1EF0DK D43521

Exterior

OXFORD WHITE

Interior

STEEL GRAY INTERIORCLOTH 40/20/40

Standard Equipment INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- . BUMPERS, CHROME
- . DOOR HANDLES - BLACK
- . LOCKING REMOVABLE TAILGATE
- . REAR SOLAR TINTED GLASS
- . SPARE TIRE & WHEEL LOCK
- . TOW HOOKS

INTERIOR

- . 1 TOUCH UP/DOWN DR/PASS WIN
- . A/C W/MANUAL CLIMATE CONTROL, SINGLE ZONE
- . BLACK VINYL FLOOR COVERING
- . CRUISE CONTROL/TILT WHEEL
- . DAY/NIGHT REARVIEW MIRROR

FUNCTIONAL

- . 4-WHEEL DISC BRAKES W/ABS
- . 12V AUXILIARY POWER POINT
- . EASYFUEL CAPLESS FILLER
- . ELECT 4X4 SHIFT-ON-FLY
- . FAIL-SAFE COOLING SYSTEM
- . FULLY BOXED FRAME
- . HILL START ASSIST
- . INTERVAL WIPERS
- . MAINT. FREE BATTERY
- . PWR LOCKS, MIRRORS, WINDOWS
- . PWR RACK AND PINION STEER
- . STABILIZER BAR, FRONT
- . SYNC
- . TRAILER SWAY CONTROL

SAFETY/SECURITY

- . ADVANCETRAC WITH RSC
- . AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- . AIRBAGS - SAFETY CANOPY
- . MYKEY
- . PERIMETER ALARM
- . REAR HIGH MOUNT STOP LAMP
- . SECURILOCK PASS ANTI THEFT
- . SOS POST CRASH ALERT SYS
- . TIRE PRESSURE MONITOR SYS

WARRANTY

- . 3YR/36,000 BUMPER / BUMPER
- . 5YR/60,000 POWERTRAIN
- . 5YR/60,000 ROADSIDE ASSIST

Price Information

Included on this Vehicle

- EQUIPMENT GROUP 101A
- XL SERIES
- POWER EQUIPMENT GROUP
- XL PLUS PACKAGE
- CRUISE CONTROL
- MY KEY
- XL DECOR GROUP
- COMMUNICATION PACKAGE
- SYNC VOICE ACTIVATED SYSTEMS
- SELECT SHIFT TRANSMISSION

- 2,310 . SINGLE CD W/ SYNC BASIC
- 5.0L V8 FFV ENGINE
- ELECTRONIC 6-SPD AUTO
- LT245/75R17E BSW ALL-TERRAIN
- 3.73 RATIO LIMITED SLIP AXLE
- 8200# GVWR PACKAGE
- 36 GALLON FUEL TANK
- FRONT LICENSE PLATE BRACKET
- ENGINE BLOCK HEATER 90
- SKID PLATES 160
- CALIFORNIA EMISSIONS SYSTEM
- HEAVY DUTY PAYLOAD PACKAGE 1,500
- 17" 7-LUG STEEL WHEELS
- CLOTH 40/20/40
- DAY TIME RUNNING LAMPS 45

BASE PRICE

\$31,210

TOTAL VEHICLE & OPTIONS 35,315
DESTINATION & DELIVERY 995

TOTAL BEFORE DISCOUNTS 36,310
101A EQUIPMENT GROUP DISCOUNT -750

TOTAL SAVINGS -750

TOTAL MSRP \$35,560

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".

Optional Equipment

- 2013 MODEL YEAR
- OXFORD WHITE
- GRAY CLOTH 40/20/40

Vehicle Engine Information

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway. For Comparison Shopping all vehicles classified as Standard Pickup have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway.



**CITY MPG
014
HIGHWAY MPG
019**

Estimated Annual Fuel Cost: \$ 3,350



Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at www.Ford-ESP.com.

**MIKE MILLER
SANDERSON FORD
(623) 842-8600**



BRADLEY FORD • LINCOLN • MERCURY



1690 INDUSTRIAL BOULEVARD • LAKE HAVASU CITY, ARIZONA 86403 • TELEPHONE (928) 855-1191 • FAX (928) 855-3155

TO: Tracey Hess

FROM: Eric Peterson

TOTAL NUMBER OF PAGES: 4 INCLUDING THIS COVER SHEET

DATE: 2/21/13

OUR FAX NUMBER: (928) 855-3155

CUSTOMER NAME: _____

IF YOU DO NOT RECEIVE ALL THE PAGES, PLEASE CALL AS SOON AS POSSIBLE.

OUR TELEPHONE NUMBER IS: (928) 855-1191

MESSAGE:
2013 F250 pricing

The information contained in this facsimile is intended only for the confidential use of the designated recipient named above. This message may be an attorney / client or work product communication which is privileged and confidential. If you have received this communication in error, please notify us immediately by telephone and return the original communication to us by mail. Any review, dissemination, distribution, or copying of this document by any person other than the intended recipient is strictly prohibited.

Window Sticker - 2013 F-SERIES SD

Print window sticker



Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

Vehicle Description

F-SERIES SD 2013 F250 4X4 SD R/C
6.2L EFI V-8 ENGINE
6 SPEED AUTOMATIC TRANS

Exterior
OXFORD WHITE
Interior
STEELCLOTH 40/20/40 SEAT

Standard Equipment INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- GRILLE - BLACK
- LOCKING REMOVABLE TAILGATE
- W/LIFT ASSIST-NA W/BOX DL
- PICKUP BOX, TIE DOWN HOOKS
- NA W/BOX DLT
- SPARE TIRE AND WHEEL LOCK
- NA W/BOX DLT
- TOW HOOKS

INTERIOR

- AIR COND, MANUAL FRONT
- BLACK VINYL FLOOR COVERING
- DAY/NIGHT REARVIEW MIRROR
- TILT/TELESCOPE STR COLUMN
- VINYL SUN VISORS

FUNCTIONAL

- AM/FM STEREO W/CLOCK
- FIXED INTERVAL WIPERS
- HILL START ASSIST
- MANUAL LOCKING HUBS
- MANUAL TELESCOPIC TT MIRRORS
- MANUAL WINDOWS / LOCKS
- MONO BEAM COIL SPRING SUSPENSION W/ STABIL BAR
- TRAILER SWAY CONTROL
- TRAILER TOW PKG

SAFETY/SECURITY

- 4-WHEEL ABS
- AIRBAGS - SAFETY CANOPY DRIVER/PASSENGER AIR BAGS
- MYKEY
- REAR HIGH MOUNT STOP LAMP
- SECURILOCK PASS ANTI THEFT
- SOS POST CRASH ALERT SYS

WARRANTY

- 3YR/36,000 BUMPER / BUMPER
- 5YR/80,000 POWERTRAIN
- 5YR/80,000 ROADSIDE ASSIST

Price Information

Optional Equipment

- 2013 MODEL YEAR
- OXFORD WHITE
- STEEL CLOTH
- PREFERRED EQUIPMENT PKG.800A
- XL TRIM
- TRAILER TOWING PACKAGE
- AIR CONDITIONING - CFC FREE
- 6.2L EFI V-8 ENGINE
- 6 SPEED AUTOMATIC TRANS
- LT245/75R17E BSW ALL-TERRAIN
- 3.73 ELECTRONIC LOCKING AXLE

- JOB #1 ORDER
- XL DECOR PACKAGE
- 10000# GVWR PACKAGE
- SPARE TIRE AND WHEEL
- 12.5K TRAILER HITCH JACK
- CLOTH 40/20/40 SEAT
- AUX AUDIO INPUT JACK
- XL VALUE PACKAGE
- CRUISE CONTROL
- AM/FM STEREO CD/CLK

125
390

BASE PRICE **\$32,385**

TOTAL VEHICLE & OPTIONS 33,585
DESTINATION & DELIVERY 995

TOTAL MSRP **\$34,590**

100
595

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".



Estimated Annual Fuel Cost: \$

CITY MPG
HIGHWAY MPG

Vehicle Engine Information

NOT APPLICABLE TO THIS UNIT

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway. For Comparison Shopping all vehicles classified as _ have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway.



Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at www.Ford-ESP.com.

Sample only
(Not exact vehicle)

CNGP530

VEHICLE ORDER CONFIRMATION

02/21/13 12:30:20

==>

Dealer: F71465

2013 F-SERIES SD

Page: 1 of 2

Order No: 0000 Priority: C4 Ord FIN: QD183 Order Type: 5B Price Level: 335

Ord PEP: 600A Cust/Flt Name: QUARTZITE PO Number:

RETAIL

RETAIL

F2B F250 4X4 SD R/C \$32385

JOB #1 BUILD

137" WHEELBASE

10000# GVWR PKG

Z1 OXFORD WHITE

422 CALIF EMISSIONS

NC

1 CLTH 40/20/40 100

SPARE TIRE/WHL3

NC

S STEEL

525 CRUISE CONTROL

235

600A PREF EQUIP PKG

12.5K TRLR HTCH

NC

.XL TRIM

TELE TT MIR-PWR

.TRAILER TOW PKG

JACK

572 .AIR CONDITIONER NC

.AM/FM STER/CLK

TOTAL BASE AND OPTIONS 35000

996 .6.2L EFI V8 ENG NC

TOTAL 35000

44P 6-SPD AUTOMATIC NC

THIS IS NOT AN INVOICE

TBK .LT245 BSW AS 17

* MORE ORDER INFO NEXT PAGE *

X3E 3.73 ELOCKING 390

F8=Next

90L PWR EQUIP GROUP 895

F3/F12=Veh Ord Menu

F1=Help

F2=Return to Order

F4=Submit

F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC20346

* Exact vehicle being bid
* must be ordered
for this price

Selling price \$ 24765.52
Sales Tax \$ 2191.74
Tire Tax \$ 5.00

Total -> \$ 26962.26

* Pricing expires 6/1/13

CNGP530

VEHICLE ORDER CONFIRMATION

02/21/13 12:30:26

==>

Dealer: F71465

2013 F-SERIES SD

Page: 2 of 2

Order No: 0000 Priority: C4 Ord FIN: QD183 Order Type: 5B Price Level: 335

Ord PEP: 600A Cust/Flt Name: QUARTZITE PO Number:

RETAIL

RETAIL

SP DLR ACCT ADJ

SP FLT ACCT CR

FUEL CHARGE

B4A NET INV FLT OPT NC

PRICED DORA NC

DEST AND DELIV 995

TOTAL BASE AND OPTIONS 35000

TOTAL 35000

THIS IS NOT AN INVOICE

F7=Prev

F3/F12=Veh Ord Menu

F1=Help

F2=Return to Order

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC20346

PAGE#1

CNGP530

VEHICLE ORDER CONFIRMATION

02/20/13 17:39:13

==>

Dealer: F71431

2013 F-SERIES SD

Page: 1 of 2

Order No: 0010 Priority: C4 Ord FIN: QF575 Order Type: 5B Price Level: 335

Ord PEP: 600A Cust/Flt Name: QUARTSITE PO Number:

RETAIL

RETAIL

F2B F250 4X4 SD R/C \$32385

17F XL DECOR PKG NC

137" WHEELBASE

10000# GVWR PKG

Z1 OXFORD WHITE

SPARE TIRE/WHL3 NC

1 CLTH 40/20/40 100

12.5K TRLR HTCH NC

S STEEL

TELE TT MIR-PWR

600A PREF EQUIP PKG

JACK

.XL TRIM

66S UPFITTER SWTCH 125

.TRAILER TOW PKG

AUX AUDIO INPUT

572 .AIR CONDITIONER NC

996 .6.2L EFT V8 ENG NC

TOTAL BASE AND OPTIONS 35485

44P 6-SPD AUTOMATIC NC

TOTAL 35485

TBK .LT245 BSW AS 17

THIS IS NOT AN INVOICE

X3E 3.73 ELOCKING 390

90L PWR EQUIP GROUP 895

* MORE ORDER INFO NEXT PAGE *

JOB #1 BUILD

F8=Next

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC20310

PARKER MOROV CO

DAN BEAVER

PAGETZ

CNGP530

VEHICLE ORDER CONFIRMATION

02/20/13 17:39:22

==>

Dealer: F71431

2013 F-SERIES SD

Page: 2 of 2

Order No: 0010 Priority: C4 Ord FIN: QF575 Order Type: 5B Price Level: 335

Ord PEP: 600A Cust/Flt Name: QUARTSITE PO Number:

RETAIL

RETAIL

96V XL VALUE PKG \$595

TOWN OF QUARTSITE PRICE 23,200

.CRUISE CONTROL

TAX 2111.20

.AMFM/CD/CLK

LIC GOVERNMENT

SP DLR ACCT ADJ

SP FLT ACCT CR

FUEL CHARGE

B4A NET INV FLT OPT NC

PRICE -> 25,311.12

DEST AND DELIV 995

X2 UNITS

TOTAL BASE AND OPTIONS 35485

TOTAL 35485

50,622.40

THIS IS NOT AN INVOICE

F1=Help

F2=Return to Order

F7=Prev

F4=Submit

F5=Add to Library

F3/F12=Veh Ord Menu

S099 - PRESS F4 TO SUBMIT

QC20310

PARKER
MOTOR CO., INC.

920 Arizona Ave.
Parker, AZ 85344
www.parkermotor.com



DAN BEAVER
President
General Manager



dlbeaver@parkermotor.com
(928) 669-2291
(800) 266-2291
Fax (928) 669-8838





TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, March 12, 2013

Agenda Item #4 Consider approval of engagement agreement with Colby & Powell, PLC, to audit the Town of Quartzsite's financial statements for the year ended June 30, 2012.

Summary: Under Federal and State requirements, government entities are required to conduct annual audits of their financial statements at each year end. The fiscal year for most State and local governmental entities begins July 1 and ends June 30 of each year.

The audit for the Town of Quartzsite will be conducted in accordance with auditing standards generally accepted in the United States; the standards for financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133.

The Town's independent auditors, Colby & Powell, PLC, have begun the field work for this audit. The 2012-13 operating budget includes this expense.

Cost for the annual audit engagement: not to exceed \$21,500.

Responsible Person: Laura Bruno, Town Manager

Attachment: Engagement Letter from Colby & Powell, PLC.

Action Requested: **Approve Engagement Agreement with Colby & Powell, PLC, to audit the Town of Quartzsite's financial statements for the year ended June 30, 2012.**



February 25, 2013

Town of Quartzsite, Arizona
P.O. Box 2812
Quartzsite, AZ 85346

We are pleased to confirm our understanding of the services we are to provide the Town of Quartzsite, Arizona for the year ended June 30, 2012. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements, of the Town of Quartzsite, Arizona as of and for the year ended June 30, 2012 . Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Town of Quartzsite, Arizona's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Town of Quartzsite, Arizona's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedules for the General and Major Special Revenue Funds
- 3) Schedule of Agent Retirement Plans' Funding Progress

We have also been engaged to report on supplementary information other than RSI that accompanies the Town of Quartzsite, Arizona's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in

accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Schedule of expenditures of federal awards.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinions on the financial statements or the Single Audit compliance opinions are other than unqualified (unmodified), we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying

government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements and schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Town of Quartzsite, Arizona and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal

control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on February 25, 2013.

You are responsible for preparation of the schedule of expenditures of federal awards in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) that you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings,

conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be

performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town of Quartzsite, Arizona's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Town of Quartzsite, Arizona's major programs. The purpose of these procedures will be to express an opinion on the Town of Quartzsite, Arizona's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect

the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Colby & Powell, PLC and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to government regulators or its designee(s), a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Colby & Powell, PLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

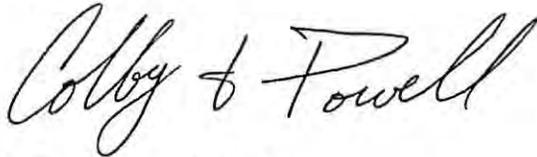
We expect to begin our audit on approximately February 25, 2013 and to issue our reports no later than April 30, 2013. Scott Graff is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be \$21,500. If a Single Audit is not required, our fee will be \$19,500. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If

significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2009 peer review report accompanies this letter.

We appreciate the opportunity to be of service to the Town of Quartzsite, Arizona and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Colby & Powell, PLC

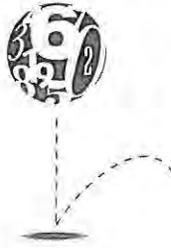
RESPONSE:

This letter correctly sets forth the understanding of the Town of Quartzsite, Arizona.

By: _____

Title: _____

Date: _____



Ball & McGraw, P.C.

Certified Public Accountants

351 West Hatcher Road, Phoenix, AZ 85021
Phone (602) 942-3435 Fax (602) 942-8555
e-mail: info@ball-mcgraw.com

System Review Report

July 22, 2010

To the Owners
Colby & Powell, PLC
and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Colby & Powell, PLC (the firm) in effect for the year ended December 31, 2009. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Colby & Powell, PLC in effect for the year ended December 31, 2009, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Colby & Powell, PLC has received a peer review rating of *pass*.

Ball & McGraw P.C.

RENEWAL OF AGREEMENT BETWEEN THE
TOWN OF QUARTZSITE, ARIZONA
AND
INTERIM MAGISTRATE LAWRENCE KING

Pursuant to the Agreement between the Town of Quartzsite, Arizona and Interim Magistrate Lawrence King dated November 1, 2011, the parties intend to renew the agreement for additional month effective April 1, 2013 to April 30, 2013. Also, the following months of May 1, 2013 to May 31, 2013; June 1, 2013 to June 30, 2013 and July 1, 2013 to July 31, 2013.

In witness whereof each party to this Agreement has caused it to be executed on the date indicated below.

DATED this 5th day of March 2013.

TOWN OF QUARTZSITE:

MAGISTRATE:

Mayor



Lawrence King

ATTEST:

Terry Frausto, Town Clerk

APPROVED AS TO FORM:

Town Attorney



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, March 12, 2013

Agenda Item #6 Consider approval of Service Agreement, with the State of Arizona, for ADOA-GAO Openbooks.

Summary: Recent State legislation requires all cities and towns with a population over 3,500 to post quarterly financial data on their website or the State's website, for any expenditure over the amount of \$8,000.00. Due to the high local expense to meet the requirements the State has created a website for local governments to use to meet these posting requirements.

\$2,000.00 Initial Setup Fee.

\$3,000.00 Annual fee for operating cost for year ending 12/13

Responsible Person: Terry Frausto, Town Clerk

Attachment: Service Agreement with Openbooks

Action Requested: **Approval of the Service Agreement of ADOA-GAO Openbooks with the State of Arizona.**

ARIZONA OPENBOOKS INTERAGENCY SERVICE AGREEMENT

Janice K. Brewer
Governor



Brian C. McNeil
Director

ARIZONA DEPARTMENT OF ADMINISTRATION
GENERAL ACCOUNTING OFFICE
100 NORTH FIFTEENTH AVENUE • SUITE 302
PHOENIX, ARIZONA 85007

ADOA-GAO OPENBOOKS INTERAGENCY SERVICE AGREEMENT Number

In accordance with Arizona Revised Statutes, Sections (A.R.S. §§) 41-703 and 41-711, this Agreement is entered into by and between **Town of Quartzsite**, a **Local Governmental** body (hereinafter referred to as "**LOCAL GOVERNMENT**"), and the **Arizona Department of Administration, General Accounting Office** (hereinafter referred to as "**ADOA-GAO**"), governing the hosting and publication of **LOCAL GOVERNMENT** data on **ADOA-GAO's** website established under A.R.S. § 41-725 and called **OpenBooks.az.gov**, Arizona's official financial transparency web site hereinafter "**OPENBOOKS**"), and shall be effective as indicated in Section 1 - Term of Agreement.

1. Term of Agreement

This Agreement shall be effective upon **the date the last party signs this Agreement through December 31, 2017**. This Agreement may be terminated in accordance with Section 4.

2. Scope of Services

The **LOCAL GOVERNMENT** is requesting that **ADOA-GAO** provide **LOCAL GOVERNMENT** data hosting, publication and support services (**SERVICES**) in connection with the **LOCAL GOVERNMENT** having its financial data published on **OPENBOOKS** managed by **ADOA-GAO**.

To effectively provide these **SERVICES** both **ADOA-GAO** and the **LOCAL GOVERNMENT** agree to perform their respective responsibilities set forth in **SCHEDULE A** attached to this agreement.

3. Fees

LOCAL GOVERNMENT shall pay **ADOA-GAO** an **INITIAL SETUP FEE** of two thousand dollars (\$2,000) in advance of the first calendar year of **SERVICES** and an **ANNUAL FEE FOR OPERATING COSTS** for each calendar year **SERVICES** are to be provided. The **ANNUAL FEE FOR OPERATING COSTS** for the calendar year ending

GAOISA Number

December 31, 2013, is three thousand dollars (\$3,000), payable in advance. Each subsequent year's **ANNUAL FEE FOR OPERATING COSTS**, also payable in advance, shall be in the amount communicated by **ADOA-GAO** to the **LOCAL GOVERNMENT** by way of an Amendment **not later than ninety (90) days before the beginning of the year to which it applies.**

4. Termination

Either party may terminate this Agreement upon sixty (60) calendar days written notice to the other party. If the termination is initiated by **ADOA-GAO**, **ADOA-GAO** shall refund to the **LOCAL GOVERNMENT** any unamortized **ANNUAL FEE FOR OPERATING COSTS** at the time the termination becomes effective. If the termination is initiated by the **LOCAL GOVERNMENT**, no refund shall be forthcoming.

If a termination is initiated by the **LOCAL GOVERNMENT** and, with the prior consent of the **LOCAL GOVERNMENT**, the **ADOA-GAO** has acquired capital equipment or resources necessary to fulfill the **ADOA-GAO's** responsibilities to the **LOCAL GOVERNMENT** as set forth in the Scope of Services, the **LOCAL GOVERNMENT** shall be responsible to reimburse the **ADOA-GAO** for any unamortized or unrecovered costs on or before the date the contract is terminated.

This agreement may be terminated by either party in accordance with A.R.S. § 38-511.

5. Force Majeure

- (a) Either party shall be excused for delay or failure to perform its obligations under this Agreement, in whole or in part, when and to the extent that such delay or failure is a result of causes beyond the control and without the fault or negligence of the party unable to perform. Such causes include, without limitation, acts of God, acts of the public enemy, acts of the United States government, fires, floods, epidemics, quarantine restrictions, or embargoes.
- (b) The party whose performance is so affected shall promptly notify the other party of all pertinent facts and take all reasonable steps, promptly and diligently, to prevent such causes if it is feasible to do so, or to minimize or eliminate the effect thereof.
- (c) It is understood and agreed that settlement of strikes or other labor disputes shall be at the sole discretion of the party encountering the strike or other dispute and that the inability of **ADOA-GAO** or its Subcontractors to meet the requirements of this Agreement as a result of labor strikes or disputes shall not be deemed to be a Force Majeure.

6. Indemnification

Each party (as "Indemnitor") agrees to indemnify, defend, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to

GAOISA Number

as "**CLAIMS**") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such **CLAIMS**, which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.

7. Confidentiality

- (a) A.R.S. § 41-725, which is incorporated by reference, defines certain information as confidential and not to be released to the public by way of publication on **OPENBOOKS**. By virtue of this Agreement, **ADOA-GAO** and **LOCAL GOVERNMENT**, their employees, and agents may have access to certain confidential and/or proprietary information of the other party, as defined below. **ADOA-GAO** and **LOCAL GOVERNMENT** agree to use Confidential Information received from the other Party only as expressly permitted in the Agreement and in furtherance of the purposes expressed in the Agreement. Neither **ADOA-GAO** nor **LOCAL GOVERNMENT** will disclose to any third party the other party's Confidential Information, in whole or in part, except as otherwise herein provided.
- (b) **LOCAL GOVERNMENT** may provide, intentionally or otherwise, confidential data as described in A.R.S. § 41-725, the Health Insurance Portability and Accountability Act or other relevant federal or state laws or local ordinances, ostensibly for posting on **OPENBOOKS**. **ADOA-GAO** is not responsible for reviewing **LOCAL GOVERNMENT** data for confidentiality purposes and is held harmless by **LOCAL GOVERNMENT** for any damages arising from **ADOA-GAO's** posting such confidential information on **OPENBOOKS**.

8. Limitation of Liability

ADOA-GAO shall under no circumstances be liable for:

- (a) Posting or displaying on **OPENBOOKS** confidential, sensitive, incorrect, inaccurate, misleading, libelous, pejorative information provided by **LOCAL GOVERNMENT**.
- (b) Providing access in response to the **LOCAL GOVERNMENT's** direction to any Entity Administrator or Entity User.
- (c) Failure to revoke access to any Entity Administrator or Entity User at the request of the **LOCAL GOVERNMENT** provided that the revocation is effected within three (3) business days.

9. Miscellaneous

It is mutually agreed by the parties that:

- (a) In the event of a dispute, the parties agree to use arbitration to the extent

GAOISA Number

required by A.R.S. § 12-1518. The laws of the State of Arizona shall govern any interpretation of this Agreement and venue shall be in Maricopa County, Arizona.

- (b) This Agreement shall be governed and interpreted by the laws of the State of Arizona. Purchases made in furtherance of this Agreement are subject to the Arizona Procurement Code (A.R.S. § 41-2501, et seq.) and the administrative rules promulgated thereunder (AAC R2-7-101, et seq.).
- (c) Any amendments to this Agreement must be in writing and signed by both parties.
- (a) All requests for additional services shall be in writing and signed by both parties and subject to current established **ADOA-GAO** billing rates.
- (b) Additional capital equipment or other resources to be acquired by the **ADOA-GOA** to fulfill its responsibilities to the **LOCAL GOVERNMENT** as set forth in the Scope of Services and for which the **LOCAL GOVERNMENT** may be required to reimburse the **ADOA-GAO** shall be agreed to in writing by the **LOCAL GOVERNMENT**.
- (c) **ADOA-GAO** reserves the right, at its sole reasonable discretion, to deny access as Entity Administrator or Entity User.
- (d) This agreement is subject to the provisions of A.R.S. § 38-511.
- (e) The parties to this agreement certify compliance with the requirements in A.R.S. §§ 35-391.06 and 35-393.06.
- (f) All notices pertaining to this Agreement shall be addressed or faxed to the parties respectively as follows:

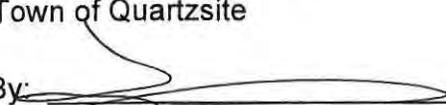
ADOA-GAO:	
Arizona Department of Administration General Accounting Office (GAO) 100 N. 15th Avenue, Suite 302 Phoenix, AZ 85007	ATTN: Joanna Greenaway Systems Support & Projects Manager Phone Number: 602-542-5106 Fax Number: 602-542-5749
LOCAL GOVERNMENT:	
Town of Quartzsite P.O. Box 2812 Quartzsite, AZ 85346	ATTN: Laura Bruno Town Manager Phone Number: (928) 927-4333 Fax Number: (928) 927-4400

THIS AGREEMENT IS THE COMPLETE AND EXCLUSIVE STATEMENT OF THE UNDERSTANDING BETWEEN THE PARTIES, AND IT SUPERSEDES ALL PROPOSALS, ORAL OR WRITTEN, AND ALL OTHER DOCUMENTS OR COMMUNICATIONS BETWEEN THE PARTIES RELATIVE TO THE SUBJECT MATTER HEREIN COVERED, UNLESS SUCH DOCUMENTS OR COMMUNICATIONS ARE SPECIFICALLY INCLUDED BY REFERENCE.

IN WITNESS WHEREOF, the parties have executed this Agreement:

LOCAL GOVERNMENT:

Town of Quartzsite

By:  _____
Laura Bruno, Town Manager

Date: March 4, 2013

ADOA:

Arizona Department of Administration

By: _____
Brian C. McNeil, Director

Date: _____

SERVICE AGREEMENT GAOISA Number

Between the Arizona Department of Administration General Accounting Office
And LOCAL GOVERNMENT

SCHEDULE A

Roles and Responsibilities

The respective roles of ADOA-GAO and a LOCAL GOVERNMENT related to that service are outlined in the section below.

ADOA-GAO Responsibilities:

- Provide consultation with the LOCAL GOVERNMENT project team member concerning the requirements of the A.R.S. § 42-725, confidentiality issues, file layout and overall process.
- Provide main point of contact for all communications related to the project.
- Prepare and provide LOCAL GOVERNMENT timely written notice of any ISA ADDENDUM.
- Confirm and communicate schedules.
- Notify the appropriate contacts of issues that require resolution.
- Coordinate the change process.
- Oversee content and maintenance of the OpenBooks.az.gov website (PROD).
- Provide an LOCAL GOVERNMENT User Guide on the use of the Administrative Tool and the Secure Account Service (SAS) Login Utility.
- Define LOCAL GOVERNMENT's system roles (Entity Administrator and Entity User).
- Authorize and maintain LOCAL GOVERNMENT's access to the system via SAS.
- Evaluate and grant or deny LOCAL GOVERNMENT requests for access to or roles in OPENBOOKS; activate and deactivate accounts.
- Provide and maintain technological infrastructure.
- Host and maintain Transparency Application Databases containing the State of Arizona and LOCAL GOVERNMENT data.
- Provide diagnosis of and initialize efforts to correct issues/problems with OPENBOOKS software application, Transparency Application Database, OpenBooks.az.gov website and technology infrastructure within three (3) business days of the discovery of such problems.
- Maintain two Transparency Application databases (PROD and TEST).
- Delete LOCAL GOVERNMENT incorrect postings within three (3) business days of receiving notification by email from LOCAL GOVERNMENT.
- Comply with all laws, statutes, ordinances, rules and regulations applicable to any Arizona State government body or authority;
- Diligently complete SERVICES.

ADOA-GAO Does NOT Have the Responsibility to:

- Defend LOCAL GOVERNMENT's compliance with A.R.S. § 41-725 subsections (C) through (E).
- Respond to the LOCAL GOVERNMENT's constituency about the LOCAL GOVERNMENT's data or the use of OPENBOOKS.

SCHEDULE A (Continued on Next Page)

SERVICE AGREEMENT GAOISA Number

SCHEDULE A (Continued from Preceding Page)

LOCAL GOVERNMENT Responsibilities:

- Provide ADOA-GAO with required information for posting to OPENBOOKS in accordance with A.R.S. § 41-725 subsections (C) through (E).
- Accept and properly execute the ISA and any annual ADDENDUM or Amendment prepared by ADOA-GAO in a timely manner, but no more than ninety (90) days.
- The LOCAL GOVERNMENT chief executive officer shall designate, using the processes and forms prescribed by ADOA-GAO, one or more Entity Administrators.
- The Entity Administrator shall designate, using the processes and from prescribed by the ADOA-GAO, one or more Entity Users.
- The LOCAL GOVERNMENT Entity Administrator(s) and User(s) shall be authorized to interface and liaise with ADOA-GAO personnel.
- Obtain administrative login access via SAS.
- Request and maintain authorized user roles for Entity Administrator and Entity User.
- Notify ADOA-GAO of any Administrator or User changes within 48 hours of such changes.
- Adhere to the data specification (file layout).
- Adhere to the guidance in the LOCAL GOVERNMENT User Guide.
- Adhere to State of Arizona Security requirements.
- Review data to assure compliance with confidentiality requirements, including those in A.R.S. § 41-725.
- Make payments in accordance the ISA and any Amendments.
- Upload the LOCAL GOVERNMENT data into the system as directed.
- Update and administer content data.
- Take reasonable measures to maintain the timeliness and accuracy of the LOCAL GOVERNMENT data presented on OpenBooks.az.gov.
- Notify ADOA-GAO of any required file deletions as soon as practicable.
- Cooperate with ADOA-GAO in the identification, diagnosis and resolution of issues/problems with the OPENBOOKS software application, Transparency Application Database, OpenBooks.az.gov website, and technology infrastructure.

SCHEDULE A (Remainder of Page Intentionally Left Blank)



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, March 12, 2013

Agenda Item #7 Discuss and consider approval of amendments to the Town's 2012-13 operating budget.

Summary: The 2012-13 budget for the Town of Quartzsite was adopted as a tentative budget on July 16, 2012, and as a final budget on September 12, 2012.

State law allows for amendments to the operating budget as long as the overall amendments do not result in exceeding the Town's expenditure limitation.

Staff will present the proposed amendments to the current operating budget.

Responsible Person: Laura Bruno, Town Manager

Attachment: Budget materials will be distributed at the Council Meeting.

Action Requested: Approve amendments to the Town's 2012-13 operating budget.

March 4, 2013

TO: Laura Bruno

FROM: Jennie Lare

SUBJECT: 2011 PAYROLL REVIEW

I have completed a comprehensive review of the Town of Quartzsite employee payroll history for the calendar year of 2011. Attached is a copy of that review, which includes a listing of all employees during that year, and payroll amounts on a pay-period by pay-period basis.

I found no discrepancies between W-2 reporting and the amount recorded in the corresponding payroll history. I also found no evidence of fraud as I performed this work. My review did not result in identification of math errors resulting in overpayment of wages. I did, however, note large amounts of administrative leave pay which may have occurred due to the length of time an employee was placed on administrative leave prior to termination.

During the course of this comprehensive review, I conducted a random sampling and review of employee wage payment vouchers for the 2011 calendar year. This review revealed the following information.

1. One exempt employee received payment for comp time. Comp time, also known as compensatory paid time off. Is normally a "use it or lose it" benefit granted by the employer. Normally, comp time is not considered a form of earned leave time for which payment is required if the leave is not taken. In addition, the payment was based on the management salary rather than at the salary level that existed at the time the comp time was "earned," resulting in a larger payment.

It appears that checks and balances improved since 2010, resulting in no detection of payroll-related errors.

Payroll Expense for 2011

Payee	Emp. No.	Job & History	Pay Period 1 1/12/11	1/13/11	Pay Period 2 1/26/11	Pay Period 3 2/9/11	Pay Period 4 2/23/11	Pay Period 5 3/9/11	Pay Period 6 3/23/11	3/24/11	Pay Period 7 4/6/11	Pay Period 8 4/20/11
Abriani, Tina	184	Plan&zn Admtr(9/11-P)										
Anderson, Dana	126	Park Foremn (8/7-P)	1,130.40		1,130.40	1,130.40	1,130.40	1,130.40	1,130.40		1,130.40	1,130.40
Bales, Brandi	173	Sec 1 (1/10 - P)	224.75									
Barnett, Ashley	159	Librarian (8/09 4/12)	591.48		748.89	663.03	610.56	610.56	686.88		686.88	648.72
Brannan, Janet	183	PoliceSecnry(9/11-10/12)										
Brannan, Martin	182	Town Atty (7/11)										
Braswell, Elizabeth	31	Librarian (6/99-P)	1,130.40		1,114.70	1,130.40	1,130.40	1,114.70	1,130.40		1,099.00	1,067.60
Brinkeroff, Emmett	101	Dir. Pub Wrks(1/00-4/11)	2,664.80		2,731.42	2,664.80	2,664.80	2,764.73	2,664.80		2,664.80	2,664.80
Bryant, Hugh	42	H2O Workr (1/00-4/11)	1,572.50		1,480.00	1,480.00	1,554.00	1,480.00	1,480.00		1,480.00	1,480.00
Butler, Christy	166	Sec 1 (11/10 -1/11)	810.25	421.33								
Carlson, Anita	171	Magist. Clerk (7/10-1/11)	471.84		206.43							
Coetzee, Anton	187	Police officer (1/07-9/11)										
Conley, Linda	68	Police Ast. (11/2-7/11)	1,793.70		1,686.70	1,824.48	1,624.08	1,661.65	1,536.40		1,573.98	1,561.45
Cruz, Oscar	37	H2OPnt Dptr(2/00-4/11)	2,124.68		2,079.20	2,079.21	2,098.69	2,079.21	2,079.20		2,313.11	2,547.02
Davis, Michelle	154	Police officer (1/07-9/11)										
Dominguez, Heriberto	106	Police Ofcr (11/5-9/11)	2,363.20		2,195.20	2,060.80	2,363.20	3,001.60	1,792.00		1,792.00	1,792.00
Duperroir, Debra	22	Admn Spclst (8/99-7/12)	1,593.60		1,593.60	1,593.60	1,593.60	1,633.44	1,593.60		1,593.60	1,593.60
Fowler, Billie	80	Library Tech (6/04-7/12)	947.80		981.65	1,029.04	988.42	961.34	1,022.27		974.88	1,001.96
Frakes, Stephen	75	Police Ofcr (4/8-9/11)	2,284.00		2,284.00	2,284.00	2,284.00	2,284.00	2,284.00		2,284.00	2,284.00
Frausto, Terry	15	Town Clerk (9/96 - P)	1,874.96		1,874.96	1,874.96	1,874.96	2,085.28	1,927.54		1,927.54	1,927.54
Frausto, Xavier	9	Police Serg. (10/94-P)	3,495.60		2,330.40	2,330.40	2,636.27	2,330.40	2,330.40		2,330.40	2,330.40
Garcia,Fabiola	167	Police Serg. (11/09-P)	1,792.00		2,374.40	2,150.40	1,859.20	1,792.00	1,792.00		1,792.00	1,876.00
Gilbert, Jeffrey	105	Police Chief (11/09-P)	4,823.54		3,215.69	3,215.69	3,923.11	3,280.01	3,280.01		3,280.01	3,280.01
Goudeau, Helen	189	Vndr Enfrnc(11/11-12/12)										
Harvard, Cynthia	156	Utility Acct. (10/8-10/11)	1,124.80		1,209.16	1,124.80	1,124.80	1,158.40	1,158.40		1,158.40	1,158.40
Heinrichs, Stephen	191	Code Enf. Ofcr (12/10-P)										
Heras, Chantal	190	Court Clrk (11/11-P)										
Hess, Justin	117	H2O Main. Wrkr 8(10-P)	895.86		940.10	884.80	884.80	940.10	884.80		884.80	829.50
Hess, Samantha	148	Rec.Aide (05/08 -8/11)	314.65		260.71	341.62	197.78	179.80	197.78		269.70	179.80
Howell, Gary	176	Code Enf. Ofcr (12/10-P)	462.99		1,004.64	759.66	692.23	647.28	647.28		575.36	647.28
Howell,Tona L	178	Sec. (5/11-9/11)										
Jackson, Yesenia	144	Rec Lead (8/08-P)	958.44		964.32	940.80	940.80	980.91	968.80		968.80	968.80
Johnson, Albert	161	Ast. Town Mgr(9/9-7/12)	2,186.40		2,377.71	2,186.40	2,186.40	2,295.72	2,186.40		2,186.40	2,186.40
Kemp, James	107	Police Ofcr (11/00-9/11)	2,262.40		2,016.00	2,060.80	2,060.80	2,464.00	2,060.80		1,792.00	1,792.00
Kimberlin,Judge L	72	Maint. Wkr (3/3-P)	1,121.60		1,121.60	1,184.69	1,289.84	1,121.60	1,142.63		1,121.60	1,121.60
LaGrave, Jeffrey	163	Maint. Wkr (1/9-7/11)	1,136.92		1,146.84	1,127.01	1,156.75	1,097.26	1,057.60		1,057.60	1,057.60
Leary, JoAnne	192	Librarian Temp(12/11-7)										
Longoria, Antonio	164	Maint. Wrkr(10/09-3/11)	1,088.80		1,088.80	789.38	1,019.66	650.01				
McFate, Mariiyn	13	Van Driver (11/97-P)							83.44		73.01	
Nash, Robert	185	Maint Wrkr (9/11-P)										
Nelson, Renee	172	Ct. Clrk (8/11-9/12)	786.40		786.40	786.40	810.40	810.40	810.40		810.40	810.40
Newton, Jesse	129	Mechanic (1/7 - P)	1,612.00		1,612.00	1,612.00	1,660.80	1,660.80	1,660.80		1,660.80	1,660.80
Norris, Karen	16	Town Clerk (9/93 - 8/11)	2,921.28		2,856.00	2,921.28	2,953.92	2,872.32	2,856.00		2,953.92	2,880.48
Norris, Michelle	27	Police Officer (5/97-9/11)	2,179.71		2,724.64	2,798.64	2,980.28	2,637.18	2,152.81		2,152.80	2,152.80
Nunez, Jenniffer	157	Secretary (11/08-P)	884.80		884.80	884.80	884.80	884.80	884.80		884.80	884.80
Oderkirk, Elizabeth	48	Temp Vend. Clrk(11/01-P)										
Pate,Scott	186	Pub. Wrks Labr(12/11-P)										
Paterson, Richard A.	179	Police Ofcr (5/11-P)										
Person, Jody (Splawn)	168	Librarian Tmp (11/8-3/12)	444.48		296.32	391.24	370.40	9.26				
Pieper, Julie	114	Procmnt Clrk(6/06-6/12)	1,405.95		1,508.33	1,337.70	1,337.70	1,317.23	1,324.06		1,330.89	1,481.03
Ponce, William	71	Police Serg. (6/10-8/11)	3,422.78		2,679.96	2,650.83	2,679.96	2,854.74	2,330.40		2,330.40	2,330.40
Richardson, Tracey	87	Rec Supervsr (9/04-P)	1,513.09		1,494.86	1,604.24	1,458.40	1,494.87	1,502.40		1,539.96	1,502.40
Rider, Timothy	188	EvidenceClrk. (10/11-P)										
Robinson, Natasha	177	Sec. I (9/11-3/11)							405.20	243.12		
Rodriguez, Filipe	108	Police Officer (11/06-P)	2,266.88		3,030.72	2,464.00	2,069.76	1,971.20	2,513.28		1,971.20	1,971.20
Romero, Flora	175	Sec. I (11/10-2/11)	736.17		740.80	740.80	518.56					
Ross, Dinice	88	Cemetery Clk (10/04-P)	512.80		528.40	528.40	528.40	601.06	528.40		528.40	528.40
Ruvalcaba, Alejandro	135	Police Officer (7/07-P)	1,792.00		2,598.40	2,150.40	1,792.00	1,792.00	2,060.80		1,792.00	1,792.00
Salas, Elizeth	134	Magistr. Clk II (7/07-4/12)	1,148.80		1,148.80	1,148.80	1,148.80	1,148.80	1,148.80		1,148.80	1,148.80
Santos,Rosa	150	Rec. temp (5/08 - P)										
Schultz, James W	18	Police Serg. (4/96-P)	2,637.18		2,852.46	2,744.82	2,516.09	5,045.63	2,583.36		2,273.90	2,152.80
Shiple, Walter	181	Maint. Wrkr I (6/11-P)										
Sorensen, Jeff	133	Maint. Wrkr I (6/07-P)	1,189.60		1,189.60	1,189.60	1,189.60	1,189.60	1,189.60		1,223.06	1,189.60
Sweetland, Terry	19	Library aide (5/99-P)	217.62		169.26	217.62	278.07	217.62	217.62		320.39	108.81
Taft, Alexandra A	30	Town Mgr. (1/97-10/12)	2,782.40		2,782.40	2,782.40	2,782.40	2,782.40	2,782.40		2,782.40	2,782.40
Troxier, Robert	24	Dir. Utilities (12/97-P)	3,338.55		2,653.91	2,738.53	2,461.60	2,461.60	2,507.76		2,530.83	2,592.38
Turner, Hilary	39	Dir. Finance (12/00-1/12)	2,716.56		2,651.88	2,587.20	2,587.20	2,619.54	2,619.54		2,587.20	2,587.20
Urmenta, Penni	86	Library Clerk II (8/04-P)	490.20		501.60	501.60	501.60	501.60	490.20		501.60	501.60
Villafana, Ruben	120	Police Officer (10/06-P)	1,859.20		2,240.00	2,329.60	1,993.60	1,792.00	1,792.00		2,128.00	1,792.00
Ware, Peggy	147	ActingTech (4/8-1/12)	1,121.60		1,121.60	1,121.60	1,121.60	1,135.62	1,121.60		1,121.60	1,121.60
White, James	102	Van Driver (8/05-P)	996.00		996.00	996.01	996.01	996.00	996.00		996.00	996.00
Williams, Patricia	180	Rec. temp (6/11 - 7/12)										
Wilskey, Dennis	110	Park Maint. (3/6-P)	531.97		483.60	489.65	483.61	483.60	483.60		489.65	483.60
Yackley, Nora	140	Dir Plang & Zong (12/7 -P)	1,342.40		1,342.40	1,342.40	1,342.40	1,383.20	1,383.21		1,383.20	1,400.49
Yeomans, Herlen	127	Police Officer (1/07-9/11)	2,447.21		2,184.00	2,598.40	2,060.80	2,195.20	1,792.00		1,792.00	1,792.00
Total 2011 Payroll, Wages, Benefits			86,539.99	421.33	84,216.66	82,570.13	81,398.31	82,602.67	77,254.87	243.12	76,244.47	75,770.87
Total 2011 Checks written per Pay Period			55		53	52	52	51	51		50	49

Payroll Expense for 2011

Payee	Emp. No.	Job & History	4/21/11	Pay Period 9 5/4/11	Pay Period 10 5/18/11	Pay Period 11 6/1/11	Pay Period 12 6/15/11	Pay Period 13 6/29/11	7/1/11	7/7/11	Pay Period 14 7/15/11	7/22/11
Abriani, Tina	184	Plan&Zn Admn(9/11-P)										
Anderson, Dana	126	Park Foremn (8/7-P)		1,130.40	1,130.40	1,130.40	1,130.40	1,130.40			1,158.66	
Bales, Brandi	173	Sec 1 (1/10 - P)										
Barnett, Ashley	159	Librarian (8/09 4/12)		610.56	605.79	634.41	677.34	620.10			677.34	
Brannan, Janet	183	PoliceSecrty(9/11-10/12)										
Brannan, Martin	182	Town Atty (7/11)										
Braswell, Elizabeth	31	Librarian (6/99-P)		1,067.60	1,051.90	1,208.90	1,004.80	1,004.80			1,004.80	
Brinkeroff, Emmett	101	Dir. Pub Wrks(1/00-4/11)		2,664.80	2,664.80	2,664.80	2,664.80	2,664.80			2,664.80	
Bryant, Hugh	42	H2O Workr (1/00-4/11)	10,766.26									
Butler, Christy	166	Sec 1 (11/10 -1/11)										
Carlson, Anita	171	Magist. Clerk (7/10-1/11)										
Coetzee, Anton	187	Police officer (1/07-9/11)										
Conley, Linda	68	Police Aat. (11/2-7/11)		1,486.30	1,411.15	1,386.10	1,352.70	1,336.00			1,336.00	6,110.53
Cruz, Oscar	37	H2OPint Optr(2/00-4/11)		2,313.11	2,157.17	2,079.20	2,287.12	2,157.17			2,702.96	
Davis, Michelle	154	Police officer (1/07-9/11)										
Dominguez, Heriberto	106	Police Ofcr (11/5-9/11)		2,195.20	1,792.00	1,926.40	1,943.20	1,836.80			2,464.00	
Duperrrolr, Debra	22	Admn Spclst (8/99-7/12)		1,593.60	1,593.60	1,593.60	1,593.60	1,603.56			1,603.56	
Fowler, Billie	80	Library Tech (6/04-7/12)		907.18	934.26	866.56	866.56	866.56			866.56	
Frakes, Stephen	75	Police Ofcr (4/8-9/11)		2,284.00	2,284.00	2,284.00	2,284.00	2,284.00			2,284.00	
Frausto, Terry	15	Town Clerk (9/96 - P)		1,927.54	1,927.54	1,927.54	1,927.54	1,927.54			1,927.54	
Frausto, Xavier	9	Police Serg. (10/94-P)		2,330.40	2,330.40	2,330.40	2,330.40	2,330.40			2,330.40	
Garcia,Fabiola	167	Police Serg. (11/09-P)		1,792.00	1,859.20	1,792.00	2,318.40	1,792.20			1,876.00	
Gilbert, Jeffrey	105	Police Chief (11/09-P)		3,280.01	3,280.01	3,280.01	3,280.01	3,280.01			3,280.01	
Goudeau, Helen	189	Vndr Enfrc(11/11-2/12)										
Harvard, Cynthia	156	Utility Acct. (10/8-10/11)		1,158.40	1,201.84	1,158.40	1,169.26	1,245.28			1,158.40	
Heinrichs, Stephen	191	Code Enf. Ofcr (12/10-P)										
Heras, Chantal	190	Court Clrk (11/11-P)										
Hess, Justin	117	H2O Maint. Wrkr 8/10-P)		884.80	884.80	884.80	1,091.82	939.20			997.90	
Hess, Samantha	148	Rec.Aide (05/08 -8/11)		314.65	332.63	512.43	548.39	575.36			575.36	
Howell, Gary	176	Code Enf. Ofcr (12/10-P)		575.36	701.22	692.23	647.28	786.40			786.40	
Howell,Tona L	178	Sec. (5/11-9/11)			810.40	810.40	810.40	810.40			810.40	
Jackson, Yesenia	144	Rec Lead (8/08-P)		968.80	962.75	968.80	968.80	968.80			1,008.16	
Johnson, Albert	161	Ast. Town Mgr(9/9-7/12)		2,186.40	2,186.40	2,186.40	2,186.40	2,186.40			2,186.40	
Kemp, James	107	Police Ofcr (11/00-9/11)		2,060.80	1,792.00	1,792.00	1,792.00	1,870.40			1,792.00	
Kimberlin,Judge L	72	Maint. Wkr (3/3-P)		1,121.60	1,121.60	1,121.60	1,121.60	1,121.60			1,163.66	
LaGrave, Jeffrey	163	Maint. Wkr (7/9-7/11)		1,057.60	1,084.04	1,057.60	1,057.60	1,057.60		1,478.79		
Leary, JoAnne	192	Librarian Temp(12/11-7)										
Longoria, Antonio	164	Maint. Wrkr(10/09-3/12)										
McFate, Marilyn	13	Van Driver (11/97-P)		80.83								
Nash, Robert	185	Maint Wrkr (9/11-P)										
Nelson, Renee	172	Ct. Clrk (8/11-9/12)		810.40	810.40	810.40	810.40	810.40			810.40	
Newton, Jesse	129	Mechanic (1/7 - P)		1,660.80	1,660.80	1,660.80	1,660.80	1,660.80			1,660.80	
Norris, Karen	16	Town Clerk (9/93 - 8/11)		2,807.04	2,937.60	2,611.20	2,611.20	2,611.20			2,611.20	
Norris, Michelle	27	Police Officer (5/97-9/11)		2,152.80	2,152.80	2,152.80	2,152.80	2,152.80			2,152.80	
Nunez, Jenniffer	157	Secretary (11/08-P)		884.80	884.80	884.80	1,102.40	912.00			912.00	
Oderkirk, Elizabeth	48	Temp Vend. Clrk(11/01-P)										
Pate,Scott	186	Pub. Wrks Labr(12/11-P)										
Paterson, Richard A.	179	Police Ofcr (5/11-P)			1,859.20	1,792.00	2,296.00	1,960.00			2,531.20	
Person, Jody (Splawn)	168	Librarian Temp (11/8-3/12)										
Pieper, Julie	114	Procmnt Clrk(6/06-6/12)		1,481.03	1,337.70	1,371.84	1,324.05	1,484.20			1,317.68	
Ponce, William	71	Police Serg. (6/10-8/11)		2,388.66	2,330.40	2,330.40	2,330.40	2,374.10			2,461.49	
Richardson, Tracey	87	Rec Supervsr (9/04-P)		1,586.91	1,502.40	1,502.40	1,558.74	1,502.40			1,572.83	
Rider, Timothy	188	EvidenceClrk. (10/11-P)										
Robinson, Natasha	177	Sec. I (3/11-3/11)										
Rodriguez, Filipe	108	Police Officer (11/06-P)		1,971.20	2,291.52	1,971.20	1,971.20	1,971.20			2,382.69	
Romero, Flora	175	Sec. I (11/10-2/11)										
Ross, Dinice	88	Cemetery Clk (10/04-P)		528.40	528.40	528.41	528.40	528.40			528.40	
Ruvalcaba, Alejandro	135	Police Officer (7/07-P)		2,195.20	1,792.00	1,792.00	2,195.20	1,792.00			1,792.00	
Salas, Elizeth	134	Magistr. Clk II (7/07-4/12)		1,148.80	1,148.80	1,148.80	1,148.80	1,148.80			1,184.00	
Santos,Rosa	150	Rec. temp (5/08 - P)										
Schultz, James W	18	Police Serg. (4/96-P)		2,152.81	2,152.80	2,475.72	2,152.80	2,152.80			2,879.37	
Shiple, Walter	181	Maint. Wrkr I (6/11-P)									997.60	
Sorensen, Jeff	133	Maint. Wrkr I (6/07-P)		1,234.21	1,189.60	1,241.65	1,189.60	1,616.26			1,677.54	
Sweetland, Terry	19	Library aide (5/99-P)		108.81			102.77					
Taft, Alexandra A	30	Town Mgr. (1/97-10/12)		2,782.40	2,782.40	2,782.40	2,782.40	2,782.40			2,782.40	
Troxier, Robert	24	Dir. Utilities (12/97-P)		2,838.53	2,846.23	2,692.38	3,153.93	2,553.91			2,707.76	
Turner, Hilary	39	Dir. Finance (12/00-1/12)		2,816.12	2,664.80	2,664.80	2,664.80	2,664.80			2,664.80	
Urmenta, Penni	86	Library Clerk II (6/04-P)		478.80	478.80	638.40	456.00	456.00			456.00	
Villafana, Ruben	120	Police Officer (10/06-P)		2,565.20	1,792.00	2,060.80	2,195.20	1,792.00			1,792.00	
Ware, Peggy	147	AcctingTech (4/8-1/12)		1,121.60	1,158.40	1,158.40	1,194.60	1,158.40			1,158.40	
White, James	102	Van Driver (8/05-P)		996.00	996.00	996.00	996.00	996.00	996.00		996.00	
Williams, Patricia	180	Rec. temp (6/11 - 7/12)					224.75	431.52			359.60	
Wilskey, Dennis	110	Park Maint. (3/6-P)		483.60	483.61	495.69	483.61	483.60			483.60	
Yackley, Nora	140	Dir Plang & Zong (12/7 -P)		1,383.20	1,409.14	1,383.20	1,383.20	1,383.20			1,383.20	
Yeomans, Herlen	127	Police Officer (1/07-9/11)		2,766.40	2,206.40	2,060.80	2,307.20	1,792.00			1,792.00	
Total 2011 Payroll, Wages, Benefits			10,766.26	77,335.66	77,496.90	77,496.27	80,031.67	77,566.97	996.00	1,478.79	80,708.07	6,110.53
Total 2011 Checks written per Pay Period				49	49	49	51	50			50	

Payroll Expense for 2011

Payee	Emp. No.	Job & History	Pay Period 15 7/29/11	8/4/11	Pay Period 16 8/12/11	Pay Period 17 8/26/11	Pay Period 18 9/9/11	Pay Period 19 9/23/2011	Pay Period 20 10/7/2011	Pay Period 21 10/21/2011	Pay Period 22 11/4/2010	Pay Period 23 11/18/2011
Abriani, Tina	184	Plan&Zn Admn(9/11-P)						353.92	884.80	884.80	782.61	884.80
Anderson, Dana	126	Park Foremn (8/7-P)	1,130.40		1,130.40	1,130.40	1,130.40	1,130.40	1,233.60	1,164.80	1,164.80	1,164.80
Bales, Brandi	173	Sec 1 (1/10 - P)						810.40	810.40	810.40	730.17	810.40
Barnett, Ashley	159	Librarian (8/09-4/12)	852.80		819.20	819.20	819.20	819.20	819.20	819.20	819.20	819.20
Brannan, Janet	183	PoliceSecrtry(9/11-10/12)						683.17	865.69	756.18	1,014.32	779.65
Brannan, Martin	182	Town Atty (7/11)	1,479.33		2,958.65	2,958.65	2,958.65	2,958.65	2,958.65	2,958.65	2,958.65	2,958.65
Braswell, Elizabeth	31	Librarian (6/99-P)	1,102.34		1,054.30	1,038.08	1,054.30	1,038.08	1,054.30	1,070.52	1,070.52	1,070.52
Brinkeroff, Emmett	101	Dir. Pub Wrks(1/00-4/11)	2,664.80		2,664.80	2,664.80	2,664.80	2,689.78	3,099.95	2,822.00	2,796.27	2,847.73
Bryant, Hugh	42	H2O Workr (1/00-4/11)										
Butler, Christy	166	Sec 1 (11/10 -1/11)										
Carlson, Anita	171	Maglst. Clerk (7/10-1/11)										
Coetzee, Anton	187	Police officer (1/07-9/13)									1,870.40	2,128.00
Conley, Linda	68	Police Ast. (11/2-7/11)										
Cruz, Oscar	37	H2OPnt Oprtr(2/00-4/11)	2,155.20		2,155.20	2,155.20	2,155.20	2,316.84	2,155.20	2,155.20	2,155.20	2,155.20
Davis, Michelle	154	Police officer (1/07-9/11)			707.84	707.84	707.84	353.92				
Dominguez, Heriberto	106	Police Ofcr (11/5-9/11)	1,792.00		1,792.00	1,792.00	1,792.00	7,903.84				
Duperroir, Debra	22	Admn Spclst (8/99-7/12)	1,593.60		1,593.60	1,593.60	1,593.60	1,611.60	1,593.60	1,593.60	1,638.42	1,593.60
Fowler, Billie	80	Library Tech (6/04-7/12)	923.15		1,018.35	1,004.40	1,227.60	892.80	892.80	920.70	892.80	892.80
Frakes, Stephen	75	Police Ofcr (4/8-9/11)	2,284.00		2,284.00	2,284.00	2,284.00	20,502.61				
Frausto, Terry	15	Town Clerk (9/96 - P)	1,927.54		1,927.54	1,927.54	1,927.54	1,927.54	1,927.54	1,927.54	1,927.54	2,001.05
Frausto, Xavier	9	Police Serg. (10/94-P)	2,563.44		4,238.42	2,592.57	2,636.27	2,330.40	2,505.18	2,505.18	2,330.40	3,029.52
Garcia,Fabiola	167	Police Serg. (11/09-P)	3,362.24		2,769.48	2,515.14	2,260.60	2,345.58	2,642.31	2,981.43	2,684.70	2,260.80
Gilbert, Jeffrey	105	Police Chief (11/09-P)	3,280.01		3,280.01	3,280.01	3,280.01	3,280.01	3,280.01	3,280.01	3,280.01	3,280.01
Goudeau, Helen	189	Vndr Enfrcl(11/11-2/12)										
Harvard, Cynthia	156	Utility Acct. (10/8-10/11)	1,158.40		1,158.40	1,158.40	1,158.40	1,158.40	1,158.40	956.69		
Heinrichs, Stephen	191	Code Enf. Ofcr (12/10-P)										
Heras, Chantal	190	Court Clrk (11/11-P)										
Hess, Justin	117	H2O Maint. Wrkr 8/10-P)	939.20		997.90	939.20	939.20	939.20	939.20	939.20	939.20	939.20
Hess, Samantha	148	Rec.Aide (05/08 -8/11)	602.33		89.90							
Howell, Gary	176	Code Enf. Ofcr (12/10-P)	786.40		786.40	786.40	786.40	786.40	786.40	708.55	1,222.86	
Howell,Tona L	178	Sec. (5/11-9/11)	810.40		810.40	810.40	810.40					
Jackson, Yesenia	144	Rec Lead (8/08-P)	968.80		968.80	968.80	968.81	968.80	968.80	968.81	968.80	968.80
Johnson, Albert	161	Asst. Town Mgr(9/9-7/12)	2,507.51		4,801.42	2,400.71	2,400.71	2,400.71	2,400.71	2,400.71	2,400.71	2,400.71
Kemp, James	107	Police Ofcr (11/00-9/11)	1,792.00		1,792.00	1,792.00	1,792.00	5,447.68				
Kimberlin,Judge L	72	Maint. Wkr (3/3-P)	1,279.33		1,163.66	1,153.15	1,121.60	1,177.68	1,121.60	1,373.96	1,394.99	1,163.66
LaGrave, Jeffrey	163	Maint. Wkr (7/9-7/11)										
Leary, JoAnne	192	Librarian Temp(12/11-7)										
Longoria, Antonio	164	Maint. Wrkr(10/09-3/11)										
McFate, Marilyn	13	Van Driver (11/97-P)				88.66		86.05	88.66			172.10
Nash, Robert	185	Maint Wrkr (9/11-P)						353.92	752.08	796.32	796.32	942.87
Nelson, Renee	172	Ct. Clrk (8/11-9/12)	810.40		810.40	834.40	834.40	834.40	834.41	834.40	834.40	834.40
Newton, Jesse	129	Mechanic (1/7 - P)	1,676.37		1,660.80	1,660.80	1,660.80	1,660.80	1,738.65	1,660.80	1,660.80	1,754.22
Norris, Karen	16	Town Clerk (9/93 - 8/11)	2,611.20		2,611.20	15,154.10						
Norris, Michelle	27	Police Officer (5/97-9/11)	2,152.80		2,152.80	2,152.80	2,152.80	10,610.62				
Nunez, Jenniffer	157	Secretary (11/08-P)	912.00		912.00	912.00	912.00	912.00	912.00	912.00	1,028.80	1,028.80
Oderkirk, Elizabeth	48	Temp Vend. Clrk(11/01-P)										729.36
Pate,Scott	186	Pub. Wrks Labr(12/11-P)						508.15	1,100.48	1,016.31	1,081.77	1,053.72
Paterson, Richard A.	179	Police Ofcr (5/11-P)	2,464.00		1,792.00	2,195.20	2,228.80	2,867.20	2,262.40	1,993.60	2,296.00	2,441.60
Person, Jody (Splawn)	168	Librarian Temp (11/8-3/12)										
Pieper, Julie	114	Procmnt Clrk(6/06-6/12)	1,462.48		1,332.16	1,382.84	1,462.48	1,448.00	1,332.16	1,339.40	1,527.64	1,158.40
Ponce, William	71	Police Serg. (6/10-8/11)	2,330.40	12,807.88								
Richardson, Tracey	87	Rec Supervsr (9/04-P)	1,502.40		1,558.74	1,502.40	1,502.40	1,521.18	1,502.40	1,502.40	1,521.18	1,511.79
Rider, Timothy	188	EvidenceClrk. (10/11-P)									657.09	563.22
Robinson, Natasha	177	Sec. I (3/11-3/11)										
Rodriguez, Filipe	108	Police Officer (11/06-P)	1,946.56		1,971.20	2,192.96	2,525.60	2,673.44	2,340.80	2,192.96	2,119.04	2,266.88
Romero, Flora	175	Sec. I (11/10-2/11)										
Ross, Dinice	88	Cemetery Clk (10/04-P)	528.40		541.62	548.22	548.22	528.40	528.40	528.40	561.43	528.40
Ruvalcaba, Alejandro	135	Police Officer (7/07-P)	1,792.00		1,971.20	1,836.80	1,859.20	2,128.00	2,060.80	1,792.00	1,904.00	1,792.00
Salas, Elizeth	134	Maglstr. Clk II (7/07-4/12)	1,184.00		1,184.00	1,184.00	1,184.00	1,184.00	1,184.00	1,184.00	1,184.00	1,184.00
Santos,Rosa	150	Rec. temp (5/08 - P)									35.96	
Schultz, James W	18	Police Serg. (4/96-P)	2,474.70		4,609.83	2,920.29	3,073.22	2,898.44	2,395.94	2,570.72	2,658.11	3,000.39
Shiple, Walter	181	Maint. Wrkr I (6/11-P)	1,006.95		1,072.42	1,184.65	997.60	1,122.30	1,203.36	997.60	997.60	1,041.25
Sorensen, Jeff	133	Maint. Wrkr I (6/07-P)	1,256.24		1,332.84	1,386.46	1,317.52	1,394.12	1,409.44	1,271.56	1,286.88	1,317.52
Sweetland, Terry	19	Library aide (5/99-P)			108.81			217.62				48.36
Taft, Alexandra A	30	Town Mgr. (1/97-10/12)	2,782.40		2,782.40	2,782.40	2,782.40	2,782.40	2,782.40	2,782.40	2,782.40	2,782.40
Troxier, Robert	24	Dir, Utilities (12/97-P)	2,784.69		2,692.38	2,846.23	2,923.15	3,000.08	2,969.31	2,461.60	2,830.84	2,932.80
Turner, Hilary	39	Dir, Finance (12/00-1/12)	2,664.80		2,664.80	2,664.80	2,664.80	2,664.80	2,664.80	2,664.80	2,664.80	2,664.80
Urmenta, Penni	86	Library Clerk II (8/04-P)	476.40		563.52	493.08	481.34	469.60	469.60	469.60	481.34	481.34
Villafana, Ruben	120	Police Officer (10/06-P)	2,161.20		1,792.00	1,960.00	2,027.20	1,892.80	1,859.20	1,926.40	1,881.60	1,792.00
Ware, Peggy	147	ActingTech (4/8-1/12)	1,158.40		1,158.40	1,158.40	1,158.40	1,158.40	1,158.40	1,158.40	1,158.40	1,158.40
White, James	102	Van Driver (8/05-P)	996.00		996.00	996.00	996.00	1,075.92	1,025.60	1,025.60	1,025.60	1,025.60
Williams, Patricia	180	Rec. temp (6/11 - 7/12)	431.52		17.98		62.93	224.75	116.87	116.87	359.60	242.73
Wilskey, Dennis	110	Park Maint. (3/6-P)	522.61		512.80	512.80	570.49	564.08	512.80	512.80	525.62	512.80
Yackley, Nora	140	Dir Plang & Zong (12/7-P)	1,383.20		1,383.20	1,383.20	2,075.17	1,533.64	1,533.64	1,533.64	1,533.64	1,533.64
Yeomans, Herlen	127	Police Officer (1/07-9/11)	1,792.00		1,792.00	1,792.00	1,792.00	2,541.73				
Total 2011 Payroll, Wages, Benefits			81,219.34	12,807.88	84,940.17	92,197.98	78,262.45	117,684.45	71,054.56	69,242.71	72,437.43	72,644.89
Total 2011 Checks written per Pay Period			50		51	49	48	54	48	46	48	49

Payroll Expense for 2011

Payee	Emp. No.	Job & History	Pay Period	Pay Period	Pay Period	Total Wages vouchers/history Payroll Report	W2 SS Wages per Payroll Report	W-2 Reporting	
			24 12/2/2011	25 12/16/2011	26 12/30/2011			SS Wages	Pretaxed Benefits
Abriani, Tina	184	Plan&Zn Admn(9/11-P)	884.80	884.80	884.80	6,445.33	6,445.33	6,417.61	27.72
Anderson, Dana	126	Park Foremn (8/7-P)	1,164.80	1,164.80	1,164.80	29,728.26	29,728.26	28,415.27	1,312.99
Bales, Brandi	173	Sec 1 (1/10 - P)	730.17	891.44	810.40	6,628.53	6,628.53	6,517.42	111.11
Barnett, Ashley	159	Librarian (8/04/12)	819.20	819.20	819.20	18,936.54	18,936.54	18,117.66	818.88
Brannan, Janet	183	PoliceSecrv(9/11-10/12)	558.01	704.03	842.22	6,203.27	6,203.27	6,203.27	0.00
Brannan, Martin	182	Town Atty (7/11)	2,958.65	2,958.65	2,958.65	34,024.48	34,024.48	31,415.57	2,608.91
Braswell, Elizabeth	31	Librarian (6/99-P)	1,038.08	1,070.52	1,038.08	27,960.04	27,960.04	26,803.00	1,157.04
Brinkeroff, Emmett	101	Dir. Pub Wrks(1/00-4/11)	2,744.80	2,744.80	2,744.80	70,623.08	70,623.08	67,907.67	2,715.41
Bryant, Hugh	42	H2O Worker (1/00-4/11)				22,772.76	22,772.76	21,959.97	812.79
Butler, Christy	166	Sec 1 (11/10 -1/11)				1,231.58	1,231.58	908.55	323.03
Carlson, Anita	171	Magist. Clerk (7/10-1/11)				678.27	678.27	678.27	0.00
Coetzee, Anton	187	Police officer (1/07-9/11)	2,016.00	1,792.00	1,792.00	9,598.40	9,598.40	8,768.14	830.26
Conley, Linda	68	Police Ast. (11/2-7/11)				27,681.22	27,681.22	27,578.46	102.76
Cruz, Oscar	37	H2OPht Oper(2/00-4/11)	2,155.20	2,155.20	2,155.20	57,121.09	57,121.09	54,811.99	2,309.10
Davis, Michelle	154	Police officer (1/07-9/11)				2,477.44	2,477.44	2,477.44	0.00
Dominguez, Heriberto	106	Police Ofcr (11/5-9/11)				44,589.44	44,589.44	40,530.44	4,059.00
Duperroir, Debra	22	Admn Spctst (8/99-7/12)	1,593.60	1,593.60	1,593.60	41,556.18	41,556.18	39,142.71	2,413.47
Fowler, Billie	80	Library Tech (6/04-7/12)	892.80	892.80	892.80	24,558.84	24,558.84	23,822.09	736.75
Frakes, Stephen	75	Police Ofcr (4/8-9/11)				61,614.61	61,614.61	55,938.45	5,676.16
Frausto, Terry	15	Town Clerk (9/96 - P)	2,001.05	2,001.05	2,001.05	50,357.50	50,357.50	47,292.54	3,064.96
Frausto, Xavier	9	Police Serp. (10/94-P)	3,495.60	2,679.96	2,461.49	67,465.10	67,465.10	59,346.98	8,118.12
Garcia, Fabiola	167	Police Serp. (11/09-P)	3,023.82	2,769.48	2,260.80	58,734.18	58,734.18	53,137.96	5,596.22
Gilbert, Jeffrey	105	Police Chief (11/09-P)	3,280.01	3,280.01	3,280.01	87,338.25	87,338.25	79,695.55	7,642.70
Goudeau, Helen	189	Vndr Enfrct(11/1-12/12)	487.71	539.40	539.40	1,566.51	1,566.51	1,566.51	0.00
Harvard, Cynthia	156	Utility Acct. (10/8-10/11)				24,215.83	24,215.83	23,179.98	1,035.85
Heinrichs, Stephen	191	Code Enf. Ofcr (12/10-P)			250.32	250.32	250.32	250.32	0.00
Heras, Chantai	190	Court Clrk (11/11-P)		592.64	592.64	1,185.28	1,185.28	1,185.28	0.00
Hess, Justin	117	H2O Maint. Wrkr(8/10-P)	939.20	1,878.13	1,108.93	25,265.84	25,265.84	24,422.17	843.67
Hess, Samantha	148	Rec Aide (05/08 -8/11)				5,492.89	5,492.89	5,492.89	0.00
Howell, Gary	176	Code Enf. Ofcr (12/10-P)				16,275.42	16,275.42	16,016.08	259.34
Howell, Tona L	178	Sec. (5/11-9/11)				7,293.60	7,293.60	6,102.22	1,191.38
Jackson, Yesenia	144	Rec Lead (8/08-P)	968.80	968.80	968.81	25,163.41	25,163.41	23,900.25	1,263.16
Johnson, Albert	161	Ast. Town Mgr(9/9-7/12)	2,400.71	2,400.71	2,400.71	62,226.26	62,226.26	60,256.55	1,969.71
Kemp, James	107	Police Ofcr (11/00-9/11)				40,223.68	40,223.68	33,869.40	6,354.28
Kimberlin, Judge L	72	Maint. Wkr (3/3-P)	1,490.93	1,841.10	1,216.57	31,495.05	31,495.05	26,993.97	4,501.08
LaGrave, Jeffrey	163	Maint. Wkr (7/9-7/11)				15,630.81	15,630.81	15,115.28	515.53
Leary, JoAnne	192	Librarian Temp(12/11-7)			444.48	444.48	444.48	444.48	0.00
Longoria, Antonio	164	Maint. Wrkr(10/09-3/11)				4,636.65	4,636.65	4,358.45	278.20
McFate, Marilyn	13	Van Driver (11/97-P)	83.44	127.77	177.31	1,061.27	1,061.27	1,061.27	0.00
Nash, Robert	185	Maint Wrkr (9/11-P)	674.66	884.80	1,108.77	6,309.74	6,309.74	6,309.74	0.00
Nelson, Renee	172	Ct. Clrk (8/11-9/11)	884.80	884.80	884.80	21,389.61	21,389.61	20,201.98	1,187.63
Newton, Jesse	129	Mechanic (1/7 - P)	1,660.80	1,660.80	1,660.80	43,221.24	43,221.24	37,522.72	5,698.52
Norris, Karen	16	Town Clerk (9/93 - 8/11)				59,781.14	59,781.14	57,584.80	2,196.34
Norris, Michelle	27	Police Officer (5/97-9/11)				51,917.48	51,917.48	41,941.80	9,975.68
Nunez, Jennifer	157	Secretary (11/08-P)	1,028.80	1,028.81	1,041.66	24,200.07	24,200.07	22,826.99	1,373.08
Oderkirk, Elizabeth	48	Temp Vend. Clrk(11/01-P)	648.32	764.82	810.40	2,952.90	2,952.90	2,952.90	0.00
Pate, Scott	186	Pub. Wrks Labor(12/11-P)	872.90	1,081.77	997.60	7,712.70	7,712.70	7,712.70	0.00
Paterson, Richard A.	179	Police Ofcr (5/11-P)	2,816.80	2,884.00	2,329.60	39,009.60	39,009.60	35,714.34	3,295.26
Person, Jody (Splawn)	168	Librarian Temp (11/8-3/12)				1,511.70	1,511.70	1,511.70	0.00
Pieper, Julie	114	Procmtt. Clrk(6/06-6/12)	1,440.76	1,437.14	1,216.32	35,899.17	35,899.17	33,639.47	2,259.70
Ponce, William	71	Police Serp. (6/10-8/11)				50,633.20	50,633.20	46,524.33	4,108.87
Richardson, Tracey	87	Rec Supervsr (9/04-P)	1,558.74	1,502.40	1,502.40	39,524.33	39,524.33	35,455.41	4,068.92
Rider, Timothy	188	EvidenceClrk. (10/11-P)	500.64	646.66	698.81	3,066.42	3,066.42	3,066.42	0.00
Robinson, Natasha	177	Sec. I (3/11-3/11)				648.32	648.32	648.32	0.00
Rodriguez, Filipe	108	Police Officer (11/06-P)	2,365.44	2,119.04	2,488.64	58,019.81	58,019.81	52,820.51	5,199.30
Romero, Flora	175	Sec. I (11/10-2/11)				2,736.33	2,736.33	2,638.40	97.93
Ross, Dinice	88	Cemetery Clk (10/04-P)	528.40	528.40	528.40	13,881.36	13,881.36	13,187.30	694.06
Ruvalcaba, Alejandro	135	Police Officer (7/07-P)	1,792.00	1,859.20	2,228.80	50,344.00	50,344.00	44,747.13	5,596.87
Salas, Elizabeth	134	Magistr. Clk II (7/07-4/12)	1,184.00	1,184.00	1,184.00	30,326.40	30,326.40	29,313.70	1,012.70
Santos, Rosa	150	Rec. temp (5/08 - P)		236.13	370.40	642.49	642.49	642.49	0.00
Schultz, James W	18	Police Serp. (4/96-P)	4,362.22	3,182.46	2,636.27	73,555.13	73,555.13	51,651.27	21,903.86
Shipley, Walter	181	Maint. Wrkr I (6/11-P)	1,128.54	1,003.84	997.60	13,751.31	13,751.31	11,511.70	2,239.61
Sorensen, Jeff	133	Maint. Wrkr I (6/07-P)	1,378.80	1,363.48	1,317.52	33,731.50	33,731.50	32,719.52	1,011.98
Sweetland, Terry	19	Library aide (5/99-P)	169.26	223.67	235.76	3,179.69	3,179.69	3,179.69	0.00
Taft, Alexandra A	30	Town Mgr. (1/97-10/12)	3,116.30	2,893.70	2,893.70	72,898.90	72,898.90	69,959.02	2,939.88
Troxier, Robert	24	Dir. Utilities (12/97-P)	3,100.80	2,611.20	2,774.40	72,005.38	72,005.38	69,167.06	2,838.32
Turner, Hillary	39	Dir. Finance (12/00-1/12)	2,664.80	2,664.80	2,664.80	69,074.04	69,074.04	66,708.06	2,365.98
Urmenta, Penni	86	Library Clerk II (8/04-P)	493.08	493.08	504.82	12,830.80	12,830.80	12,445.87	384.93
Villafana, Ruben	120	Police Officer (10/06-P)	1,993.60	1,792.00	2,228.80	51,430.40	51,430.40	46,185.99	5,244.41
Ware, Peggy	147	ActingTech (4/8-1/12)	1,158.40	1,158.40	1,158.40	29,837.42	29,837.42	29,337.54	499.88
White, James	102	Van Driver (8/05-P)	1,025.60	1,025.60	1,025.60	27,179.14	27,179.14	21,973.89	5,205.25
Williams, Patricia	180	Rec. temp (6/11 - 7/12)	328.14	296.67	157.33	3,371.26	3,371.26	3,371.26	0.00
Wilskey, Dennis	110	Park Maint. (3/6-P)	512.80	512.80	512.80	13,128.19	13,128.19	13,128.19	0.00
Yackley, Nora	140	Dir Plang & Zong (12/7-P)	1,533.64	1,533.64	1,533.64	37,738.73	37,738.73	31,762.47	5,976.26
Yeomans, Herlen	127	Police Officer (1/07-9/11)				39,496.14	39,496.14	33,972.99	5,523.15
Total 2011 Payroll, Wages, Benefits			76,650.42	76,209.00	75,091.91	2,117,687.73	2,117,687.73	1,946,139.78	171,547.95
Total 2011 Checks written per Pay Period			50	52	54	Total 2011 Taxable Wages Reported		2,117,687.73	