

COUNCIL MEETING AGENDA

Thursday, October 24, 2013

Members may attend in person or by telephone

Ed Foster, Mayor
Michael Jewitt, Vice Mayor

Carol Kelley
Mark Orgeron
Monica Timberlake

Norma Crooks
Mary Scott

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

**Special Meeting
1:00 p.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
1:00	CALL TO ORDER OF SPECIAL MEETING	
1:00 – 1:05	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>	
1:05 – 1:07	ROLL CALL	
1:07 – 1:10	APPROVAL/AMENDMENT OF AGENDA	Discussion, possible action by MOTION.
	ADMINISTRATIVE ITEMS <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>	

1:10 – 2:00	1.	<p>BOARDS, COMMITTEES & COMMISSION -</p> <p>A. Discussion and consideration of recommendations regarding the Council Boards, Committees, Commissions and Corporations, including - the Board of Adjustment, Hi Jolly Cemetery Board, Health & Development Services Board, Library Board, Municipal Property Corporation, Municipal Utility Administrative Committee, Park & Recreation Committee, Personnel Board, Planning & Zoning Commission, Public Safety Retirement Board, Vendor/Swap Meet/RV Parks Municipal Board.</p> <p>B. Discussion and possible adoption of an ordinance amending The Code of Quartzsite, Arizona, by repealing Town Code Section 2-4-7 <u>Boards, Committees and Commissions</u>, to repeal Ordinance 9-29 Section VI <u>Creation of Committees, Boards and Commissions</u>, to repeal Ordinance No. 11-03 (Personnel Advisory Board), and to repeal Ordinance 13-2 (Planning & Zoning Commission); and by amending Chapter 2 <u>Mayor and Council</u>, Article 2-4 <u>Council Procedures</u> is hereby amended by adding new Article 2-7 <u>Boards, Commissions and Committees</u> related to the reorganization of Town boards, committees and commissions and their creation, membership and duties.</p>	Discussion and Possible Action by MOTION.
2:00		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

COUNCIL WORK SESSION

Thursday, October 24, 2013

Agenda Item #1

Discussion and consideration of recommendations regarding the Council Boards, Committees, Commissions and Corporations, including – the Board of Adjustment, Hi Jolly Cemetery Board, Health & Development Services Board, Library Board, Municipal Property Corporation, Municipal Utility Administrative Committee, Park & Recreation Committee, Personnel Board, Planning & Zoning Commission, Public Safety Retirement Board, Vendor/Swap Meet/RV Parks Municipal Board.

Summary:

As presented at the October 8, 2013 Council Meeting, and further discussed at the October 16, 2013 Work Session, the following summarizes recommendations for the various boards, committees and commissions, including the number of required seats and needed council liaisons. With this proposed reconfiguration, the number of needed citizen seats will be fifty (50); the number of council liaison seats needed for advisory bodies will be six (6); and the Mayor serves on a separate, statutory board.

Duties and number of seats remain unchanged:

- Hi Jolly Cemetery Advisory Board (Advisory to Council)
Members: 7 citizens + council liaison (no open seats)
Terms begin and end January 1 of the appointed year
- Utilities Advisory Committee (Advisory to Council)
Members: 5 citizens + council liaison (1 open seat)
Terms begin and end January 1 of the appointed year
- Personnel Advisory Board (Not advisory to Council)
Members: 3 citizens + 1 alternate (1 open seat)
Terms begin and end June 1 of the appointed year
- Municipal Property Corporation (Statutory)
Members: 3 citizens (2 open seats)
Terms begin and end June 1 of the appointed year
- Public Safety Retirement Board (Statutory)
Members: 2 citizens + 2 police officers (will need to fill 1 open seat)
+ Mayor or designee

Duties remain unchanged; number of seats reduced:

- Planning & Zoning Commission (Statutory)
Members: 5 citizens + council liaison (1 open seat)
Terms begin and end March 1 of the appointed year

Duties realigned or redefined:

- Quartzsite Development Advisory Board (Advisory to Council)
Members: 11 citizens + council liaison (5 open seats and 3 expired terms)
Terms begin and end April 1 of the appointed year
- Community Advisory Board (Advisory to Council)
Members: 5 citizens + council liaison (1 open seat)
Terms begin and end April 1 of the appointed year
- Library, Parks & Recreation Advisory Board (Advisory to Council)
Members: 7 citizens + council liaison (5 expired terms)
Terms begin and end April 1 of the appointed year

Proposed to end:

- Board of Adjustment

Responsible Person: Laura Bruno, Town Manager

Attachments:

- 1) Listing of current Board, Committees, Commissions & Corporation members
- 2) Extract of detailed recommendations from October 8th meeting
- 3) Proposed Ordinance for establishment of town standing and special committees, commissions and boards

Action Requested: Discussion and possible adoption of a proposed ordinance related to the Town's appointed Boards, Committees, Commissions and Corporations.

TOWN OF QUARTZSITE

BOARDS, COMMITTEES, COMMISSIONS AND CORPORATIONS

PARK & RECREATION BOARD

Debbie Collier	exp	May-13
Shirley Phillips	exp	Aug-13
Christina Benson	exp	Apr-13
Vacant	exp	

PERSONNEL BOARD

Dolores Klose	exp	Jun-14
Vacant	exp	non-attendance
Vacant	exp	
Alt: Norma Crooks	exp	
Alt: Denise Florian	exp	

PLANNING & ZONING

Dennis Kuehl	exp	Mar-16
Jim Murphy	exp	Mar-16
Jesse Herne	exp	Mar-16
Norm Simpson	exp	Mar-15
Vacant	exp	non-attendance
Vacant	exp	
Vacant	exp	

BOARD OF ADJUSTMENT

Marilyn McFate	exp	Jul-04
----------------	-----	--------

MUNICIPAL PROPERTY CORPORATION

Shaneen Bergette	exp	Jun-15
Vacant	exp	non-attendance
Vacant	exp	

MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE

Dennis Dole	exp	Jan-16
John (Jack) Brown	exp	Jan-16
Richard Thompson	exp	Jan-15
Starr Bearcat	exp	Jan-14
Vacant	exp	

TOWN OF QUARTZSITE

BOARDS, COMMITTEES, COMMISSIONS AND CORPORATIONS

MUNICIPAL LIBRARY BOARD

Herman Konyen	exp	Apr-14
Kolores Klose	exp	Apr-14
Mary Ann Peck	exp	Apr-14
Mary Michaels	exp	Apr-13
Judith Morris	exp	Apr-13
Vacant	exp	
Vacant	exp	

CEMETERY BOARD

Deanna Sheehan	exp	Dec-15
Kay Mooring	exp	Nov-14
Arthur L. Larson	exp	Mar-15
Bruce Swart	exp	Nov-14
Sandy Scott	exp	Dec-15
Eileen C. Lunsford	exp	Nov-13
PJ Bettmann	exp	Dec-15

HEALTH & DEVELOPMENT SERVICES BOARD

Carolyn Guthrie	exp	Apr-15
Suzan Fonda	exp	Feb-14
Denise Florian	exp	Oct-14
Sally Ford	exp	Apr-15
Vacant	exp	
Vacant	exp	
Vacant	exp	

PUBLIC SAFETY RETIREMENT BOARD

Secretary	T. Frausto
Chairman	E. Foster
Member	R. Villafana
Member	A. Ruvalcaba
Vacant	

Vendor/Swapmeet/RV Committee

Doug True	exp	Jan-13
John "Skip" Gallup	exp	Oct-15
Cecile Carnevale	exp	Jan-13
Randi Farish	exp	Jan-14
Chuck Oys	exp	Jan-13
Dennis Kuehl	exp	Jan-16
Vacant	exp	

DETAILED RECOMMENDATIONS FOR APPOINTED BOARDS, COMMITTEES, COMMISSIONS AND CORPORATIONS

(INCLUDED WITH OCTOBER 8, 2013 COUNCIL AGENDA)

The Town Council currently has eleven (11) appointed boards, committees, commissions and corporations. Most are advisory and optional; some are statutory. These various bodies include:

1. Board of Adjustment
2. Hi Jolly Cemetery Board
3. Health & Development Services Board
4. Library Board
5. Municipal Property Corporation
6. Municipal Utility Administrative Committee
7. Park & Recreation Committee
8. Personnel Board
9. Planning & Zoning Commission
10. Public Safety Retirement Board
11. Vendor/Swap Meet/RV Parks Municipal Board

As currently configured, we need sixty-two (62) volunteers from the Quartzsite Community to fill all of the seats on these boards, committees, commissions and corporations. Some bodies meet quite often; others meet as little as once a year. In some instances, some individuals serve on more than one body. Filling all of the seats for these different bodies can be very challenging.

In researching other towns similar in size and scope to Quartzsite, we have found several strategies that can be used to assist in volunteer participation; to increase the effective flow of information between the Council and the various bodies; and to clarify the roles of these bodies. These strategies include:

- Clarify or redefine the various bodies to better meet the needs of the Council and the community.
- Refine the number of required seats to more effectively fill vacancies and establish uniform term begin and end dates to more effectively monitor vacancies.
- Establish uniform terms begin and end dates to more effectively monitor vacancies.
- Create a Council Liaison seat for each advisory body to provide information and reports back to the Council; establish a standing item on the Council agenda for the advisory Boards, Committees and Commissions reports.
- Create an overarching ordinance that establishes general criteria for all Council Advisory Bodies. Employ resolutions to establish and define specific criteria for each body. This provides a more orderly approach for the Council to form, amend, and effect other changes to its advisory bodies.

Staff has compiled recommendations for the Council's consideration regarding updates to the existing Council bodies based various discussions and best practices benchmarking.

Board of Adjustment: All cities and towns must appoint a Board of Adjustment. The role of this board is to hear and decide appeals on decisions made by the Planning and Zoning Administrator. This board makes decisions such as determining whether a property owner has a vested right,

whether a variance should be granted, whether a conditional use should be permitted, or whether a use constitutes a non-conforming use. By statute, a decision by this board can be appealed, but not to the Town Council. Appeals from the Board of Adjustment go to the Superior Court; the town council is not “in the loop”.

A city or town may appoint itself as the Board of Adjustment, and delegate the matters of variances, conditional uses and other related matters to the Planning and Zoning Commission with an appeal to the town council.

Over the last few years, the Quartzsite Town Council has acted as the Board of Adjustment, without having established the authority to do so.

Recommendation: Abolish the Board of Adjustment and designate the Town Council as the Board of Adjustment.

Planning & Zoning Commission: The Town’s Planning and Zoning Commission consists of seven (7) seats, two of which are vacant. One member has been unavailable, and has missed several meetings over the last few months, thus opening up one additional seat.

State statute requires that a planning & zoning commission have a minimum of five (5) members. Smaller municipalities tend to have five-member commissions and larger cities tend to have seven-member commissions.

Recommendation: Refine the number of seats on the Planning and Zoning Commission from seven to five; align the 3-year terms to begin and end March 1 of the appointed year; establish an additional, non-voting Council Liaison seat.

Vendor/Swap Meet/RV Parks Municipal Board: The activities of this advisory board focus on the Vendor, Swap Meet and RV Park community. Some activities of the Health and Development Services Board overlap with this board. There is much that can be done to grow and promote the Town of Quartzsite which, in turn, would create opportunities for our local businesses and the town to generate much-needed revenues.

The Council has indicated the need to establish a board to pursue and promote economic and tourism opportunities for the Town of Quartzsite. This board should include members of the community who are interested in “rolling up their sleeves” and going into action to address such opportunities. The existing board has seven seats, one of which is vacant.

Recommendation: Redefine the role of this board to become the Quartzsite Development Advisory Board, to focus on the development, pursuit and promotion of economic and tourism opportunities for the Town of Quartzsite. Expand the number of seats from seven to eleven; invite individuals from other businesses within the Town to participate; align the 3-year terms to begin and end January 1 of the appointed year; establish an additional, non-voting Council Liaison seat.

Health & Development Services Board: The focus of this advisory board has been on public health needs and development of the Town, and funding for non-profit agencies. The Town has a need for an advisory board to function as a community-wide liaison between and among the various service organizations within the Town and to provide a unique forum for discussion,

research and dissemination of information related to community services. The existing board has seven seats, three of which are vacant.

Recommendation: Redefine the role of this board to become the Community Advisory Board, to function as a community-wide liaison, obtaining information on community-based issues and concerns; and to be responsible to research and disseminate information to the community regarding community-based programs and services. Refine the number of seats from seven to five; align the 3-year terms to begin and end April 1 of the appointed year; establish an additional, non-voting Council Liaison seat.

Library Board / Park & Recreation Committee: The activities of these two advisory bodies relate to enrichment and leisure activities within the Town, with the stated objectives including the growth, promotion, and best uses of these Town resources. Both the Library Board and the Park & Recreation Committee call for seven members; there are vacancies on both.

Recommendation: Combine the Library Board and the Park & Recreation Committee to establish the Library, Parks & Recreation Advisory Board. The role of this Board would be to focus on providing opportunities for all segments of the community to enjoy enrichment and leisure experiences. Keep the number of seats at seven; align the 3-year terms to begin and end April 1 of the appointed year; establish an additional, non-voting Council Liaison seat.

Hi Jolly Cemetery Board: The focus of this advisory board is on improvements and future growth of the Town's Cemetery. The existing board is active, and all seats are filled.

Recommendations: Re-establish the Hi Jolly Cemetery Advisory Board. Keep the number of seats at seven; align the 3-year terms to begin and end January 1 of the appointed year; establish an additional, non-voting Council Liaison seat.

Municipal Utility Administrative Committee: The focus of this advisory committee is on present and future use of the Town's water and wastewater utilities. Town Code provides that utility rates shall be reviewed periodically by 1) the Utility Department and/or 2) the Municipal Utility Administrative Committee. If the Utility Department recommends changes to the fee structure, the department issues a request to the Town Council with a recommendation for fee modification. The Council acts upon the recommendation in accordance with state statute.

Within smaller municipalities, there are very few comparable bodies. The closest in size is the Town of Gilbert which has a Utilities Board created for the purpose of managing and operating the utility operations of the Town and whose membership is limited to designated employees and a Council appointee.

Currently, there are five seats on the MUAC committee, one of which is vacant.

Recommendations: Re-establish the Utilities Advisory Committee to focus on improvements and future growth of the Town's utilities. Keep the number of seats at five; align the 3-year terms to begin and end January 1 of the appointed year; establish an additional, non-voting Council Liaison seat.

Personnel Board: This board conducts hearings on employee grievances and makes recommendations to the Town Manager. The recommendations of the board are advisory to the

Town Manager as the Personnel Officer. This Board is not an advisory body to the Council. There are three seats on this board, one of which is vacant. One member has been unavailable, and has missed several meetings over the last few months, thus opening up one additional seat. There are also two alternate seats, both of which are filled.

Recommendations: Re-establish the Personnel Advisory Board. Keep the number of seats at three with one alternate; align the 3-year terms to begin and end June 1 of the appointed year.

Municipal Property Corporation: This statutorily-authorized body operates as a non-profit corporation solely and exclusively in the interest of the Town of Quartzsite. The corporation is responsible for reviewing and approving secured or unsecured loans for the purpose of financing or refinancing the acquisition, construction, improvements or equipage of Town-owned projects. There are three seats, one of which is vacant and a second whose term has expired.

Recommendations: Retain the existing statutory Municipal Property Corporation. Keep the number of seats at three; align the 3-year terms to begin and end June 1 of the appointed year.

Public Safety Retirement Board: This statutory board is responsible for educating public safety members and applying Arizona Statutes in determining eligibility for benefits. There are five seats on this board, one of which is vacant.

Recommendations: Retain the existing Public Safety Retirement Board.

ORDINANCE NO. _____

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, AMENDING THE CODE OF QUARTZSITE, ARIZONA, BY REPEALING TOWN CODE SECTION 2-4-7 BOARDS, COMMITTEES AND COMMISSIONS, TO REPEAL ORDINANCE NO. 9-29 SECTION VI CREATION OF COMMITTEES, BOARDS AND COMMISSIONS, TO REPEAL ORDINANCE NO. 11-03 (PERSONNEL ADVISORY BOARD), AND TO REPEAL ORDINANCE 13-2 (PLANNING AND ZONING COMMISSION); AND BY AMENDING CHAPTER 2 MAYOR AND COUNCIL, ARTICLE 2-4 COUNCIL PROCEDURES IS HEREBY AMENDED BY ADDING NEW ARTICLE 2-7 BOARDS, COMMISSIONS AND COMMITTEES ALL RELATED TO THE REORGANIZATION OF TOWN BOARDS, COMMITTEES AND COMMISSIONS AND THEIR CREATION, MEMBERSHIP AND DUTIES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the Town Council has reviewed the organization of the boards, commissions and committees of the Town;

WHEREAS, the Town Council believes that the boards, commissions and committees of the Town serve the council and the public well but that some reorganization is needed to make them more effective and helpful to the Council.

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

The Code of Quartzsite, Arizona, is hereby amended to repeal Section 2-4-7 Boards, Committees and Commissions, to repeal Section VI of Ordinance No. 9-29, to repeal Ordinance No. 11-03 and to repeal Ordinance 13-2.

The Code of Quartzsite, Arizona, Chapter 2 Mayor and Council, Article 2-4 Council Procedures is hereby amended by adding new Article 2-7 Boards, Commissions and Committees to read as follows (additions in ALL CAPS; deletions in ~~strikeout~~):

ARTICLE 2-7 BOARDS, COMMISSIONS AND COMMITTEES

Sec. 2-7-1. GENERAL

A. Appointment.

The council may appoint such standing and special committees, commissions and boards as it deems necessary. Members of town committees, commissions and boards serve at the pleasure of the council.

B. Membership; terms of office.

1. Immediately prior to assumption of the duties of office, each member of a board, commission or committee shall, in public, take and subscribe to the oath of office.
2. Annually, all members of boards, commissions and committees must attend open meeting law and conflict of interest training provided by staff. New members must attend open meeting law and conflict of interest training within the first 180 days of appointment or the next scheduled training session, whichever is sooner.
3. Members shall be residents of the town unless otherwise provided in this division.
4. Members shall serve on no more than one board, commission or committee at one time.
5. All terms shall be three years in length, unless otherwise provided in this article or by law. Members shall continue to serve until their successors are duly appointed.
6. Members shall not have term limits.
7. Members shall serve without pay. Members may be reimbursed for actual expenses incurred in connection with their duties, provided such expenses were previously approved by the council.
8. Members shall elect a chairman from their membership to conduct meetings.
9. Boards, commissions and committees may adopt rules and regulations to govern its proceedings. The minutes and records of all such proceedings shall be kept and filed as public records in the office of the town clerk.

10. Any subcommittees formed by a board, commission or committee shall be members of the committee, commission or board. Subcommittees may solicit advice and assistance from outside sources, but those advisors have no official status with the subcommittee.

B. Powers and duties.

The powers and duties of such committees, commissions and boards may be prescribed by ordinance, motion or resolution of the council.

C. Meetings.

1. Following creation of a committee, commission or board, such committee, commission or board shall meet within 30 days to organize itself by electing a chairman and vice-chairman from its members.

2. Such committee, commission or board shall generally meet monthly, unless there is no business to come before the committee, commission or board, and shall make such report to the council as may be required. Special meetings may be held at any time upon the call of the chairman, upon the call of any two members, or upon the call of the clerk at the request of a majority of the members of such committee, commission or board. Committees, commissions and boards shall meet at least once each year.

3. All meetings, including subcommittee meetings, shall comply with the open meeting laws of the state.

D. Vacancies; removal from office.

1. In the event of death, resignation or removal of any member of a committee, commission or board, the council shall appoint a new member to serve for the unexpired portion of the term vacated. Vacancies shall be filled for the unexpired term.

2. If any member, including designated seats or ad hoc members is absent for three consecutive meetings or absent from 50 percent or more meetings during any six-month period, or fails to attend required training, his office shall be automatically vacated. Attendance at meetings must be reported to the town clerk within 24 hours of the meeting.

3. Any member of a committee, commission or board may be removed, with or without cause, by action of the council, and the action of the council shall be final.

E. Rules and regulations.

Committees, commissions and boards shall establish rules and regulations to govern its affairs and such rules and regulations shall provide for:

- G. The selection of a chairman and vice-chairman.
- 2. Chairs and vice chairs of committees, commissions and boards may only serve two consecutive one-year terms.
- 3. The manner of adoption, amendment and repeal of rules and regulations.
- 4. An annual planning meeting shall be held by committees, commissions and boards to discuss goals and objectives for the year and shall not include regular business.
- 5. Any and all other provisions necessary or desirable to aid the committee, commission or board in conducting its affairs which are not contrary to the provisions of this chapter and any other ordinances or resolutions of the town or laws of the state.

E. Advisory nature of recommendations.

Except as otherwise provided by ordinance or statute, the recommendations prepared by a committee, commission or board shall be advisory only and shall not be binding upon the final actions of the council.

F. Compensation; expenses.

Members of committees, commissions and boards shall serve without compensation. No expenses will be reimbursed unless prior authorization to incur such expense is received in writing from the town.

G. Application.

The provisions of sections 2-7-2 through 2-7-9 shall apply to all committees, commissions and boards appointed by the council, whether or not specifically set forth in this article.

Sec. 2-7-2. Planning and Zoning Commission

A. Creation.

There is created a planning and zoning commission composed of five members appointed by the council.

B. Membership; terms of office; council liaison.

The term of each member of the planning and zoning commission shall be three years beginning on March 1 of the year of appointment. Members shall serve staggered terms whereby no more than two members' terms expire in any one year. The council shall appoint a council liaison who shall not be a member of the commission and shall not have voting rights.

C. Powers and duties

The planning and zoning commission shall have the following powers and duties:

1. Provide advice to the council and town officials related to planning and zoning in the town.
2. Recommend to the council a General Plan and amendments thereto.
3. Annually review progress towards implementation of the General Plan and recommend to the council changes desired due to new legislation, development trends and changing economic, social and environmental conditions.
4. Initiate changes to the Official Zoning Map or text of the Zoning Code to insure conformance and consistency with the town's General Plan;
5. Review and make recommendations to the council regarding proposals to amend zoning districts or the provisions of the Zoning Code.
6. Review and make recommendations to the council regarding annexation of territory into the town.
7. Perform such other duties as required of the commission in the Zoning Code.

Sec. 2-7-3. Development Advisory Board

A. Creation.

There is created a development advisory board composed of eleven members appointed by the council.

B. Membership; terms of office; council liaison.

The term of each member of the development advisory board shall be three years beginning on January 1 of the year of appointment. Members shall serve staggered terms whereby no more than three members' terms expire in any one year. The council shall appoint a council liaison who shall not be a member of the board and shall not have voting rights.

C. Powers and duties.

The development advisory board shall make recommendations to the council on economic development and tourism issues including the economic development element of the town's general plan, economic development and tourism related projects, strategies for promoting economic development and tourism in the town, and representing the community with prospective economic development projects.

Sec. 2-7-4. Community Advisory Board

A. Creation.

There is created a community advisory board composed of five members appointed by the council.

B. Membership; terms of office; council liaison.

The term of each member of the community advisory board shall be three years beginning on April 1 of the year of appointment. Members shall serve staggered terms whereby no more than two members' terms expire in any one year. The council shall appoint a council liaison who shall not be a member of the board and shall not have voting rights.

C. Powers and duties.

The community advisory board shall have the following powers and duties:

1. Serve as a community-wide liaison for the council.

2. Research and provide recommendations to the council regarding community-based programs and services.
3. Disseminate information regarding community-based programs and services to the public in coordination with the town's public information office.

Sec. 2-7-5. Library, Parks and Recreation Advisory Board

A. Creation.

There is created a library, parks and recreation advisory board composed of seven members appointed by the council.

B. Membership; terms of office; council liaison.

The term of each member of the library, parks and recreation advisory board shall be three years beginning on April 1 of the year of appointment. Members shall serve staggered terms whereby no more than two members' terms expire in any one year. The council shall appoint a council liaison who shall not be a member of the board and shall not have voting rights.

C. Powers and duties.

The library, parks and recreation advisory board shall have the following powers and duties:

1. Recommend to the town council measures to provide opportunities for all segments of the community to enjoy enrichment and leisure experiences.
2. Advise the town council on matters related to operating hours, amounts to be charged for overdue books, library programs, and promotion of library services.
3. Advise the town council on operating hours, licenses and permits for recreational facilities and promotion of recreational facilities and services.

Sec. 2-7-6. Hi Jolly Cemetery Advisory Board

A. Creation.

There is created a Hi Jolly cemetery advisory board advisory board composed of seven members appointed by the council.

B. Membership; terms of office; council liaison.

The term of each member of the Hi Jolly cemetery advisory board shall be seven years beginning on January 1 of the year of appointment. Members shall serve staggered terms whereby no more than two members' terms expire in any one year. The council shall appoint a council liaison who shall not be a member of the board and shall not have voting rights.

C. Powers and duties.

The Hi Jolly cemetery advisory board shall provide advice to the town council on improvements and future growth of the Town's historic cemetery complex.

Sec. 2-7-7 Utilities Advisory Committee

A. Creation.

There is created a utilities advisory board advisory board composed of five members appointed by the council.

B. Membership; terms of office; council liaison.

The term of each member of the utilities advisory board shall be three years beginning on January 1 of the year of appointment. Members shall serve staggered terms whereby no more than two members' terms expire in any one year. The council shall appoint a council liaison who shall not be a member of the committee and shall not have voting rights.

C. Powers and duties.

The utilities advisory committee shall advise the council on improvements and future use of the Town's water and wastewater utilities.

Sec. 2-7-8. Personnel Advisory Board

A. Creation.

There is created a personnel advisory board composed of three regular members and one alternate appointed by the council.

B. Membership; terms of office.

The term of each member of the personnel advisory board shall be three years beginning on June 1 of the year of appointment. Members shall serve staggered terms whereby no more than one member's term expires in any one year.

C. Powers and duties.

The personnel advisory board shall conduct hearings on qualified employee grievance and make recommendations to the town manager as the personnel officer. In the event that the board does not have full membership, the hearing officer for the town, or in his absence the hearing officer for La Paz County, Arizona shall conduct the hearing on qualified employee grievances and make recommendations to the town manager as the personnel officer.

Sec. 2-7-9. Public Safety Retirement Board

A. Creation.

There is created a public safety retirement board composed of five members appointed by the council.

B. Membership; terms of office.

Membership shall consist of two citizens of the town, two police officers of the town and the mayor or his designee. The term of each member of the public safety retirement board shall be ___ years beginning on ____ 1 of the year of appointment.

C. Powers and duties.

The public safety retirement board shall have the following powers and duties:

1. Carry out the duties prescribed by state statutes.
2. Educate members and apply state statutes in determining eligibility for benefits.

Section II. Providing for Repeal of Conflicting Ordinances.

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

Section III. Providing for Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of the Code adopted herein by reference is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Common Council of the Town of Quartzsite, Arizona, this ____ day of _____, 2013, by the following vote:

AYES: _____

NAYES: _____ ABSENT: _____

EXCUSED: _____ ABSTAINED: _____

APPROVED this ____ day of _____, 2013.

Ed Foster, Mayor

ATTEST:

Terry Frausto, Town Clerk

APPROVED AS TO FORM:

Curtis, Goodwin, Sullivan, Udall & Schwab, P.L.C.
Town Attorneys
By Kelly Y. Schwab

I, TERRY FRAUSTO, TOWN CLERK, DO HEREBY CERTIFY THAT A TRUE AND CORRECT COPY OF THE ORDINANCE NO. _____ ADOPTED BY THE COMMON COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, ON THE ____ DAY OF _____, 2013, WAS POSTED IN THREE PLACES AND ON THE TOWN'S WEBSITE ON THE ____ DAY OF _____, 2013.

Terry Frausto, Town Clerk