

# COUNCIL MEETING AGENDA

**TUESDAY, APRIL 22, 2014**

Members may attend in person or by telephone

Ed Foster, Mayor  
Michael Jewitt, Vice Mayor

Carol Kelley  
Mark Orgeron  
Monica Timberlake

Norma Crooks  
Mary Scott

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

**Special Meeting  
7:00 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
7:00	<b>CALL TO ORDER OF SPECIAL MEETING</b>	
7:00 – 7:05	<b>INVOCATION AND PLEDGE OF ALLEGIANCE</b>  <i>The invocation may be offered by a person of any religion, faith, belief or non-belief. Interested persons should contact the Clerk for further information.</i>	
7:05 – 7:06	<b>ROLL CALL</b>	
7:06 – 7:07	<b>APPROVAL/AMENDMENT OF AGENDA</b>	Discussion, possible action by MOTION.
	<b>PRESENTATIONS; PROCLAMATIONS</b>	

7:07 – 7:10	1.	<b>PROCLAMATION</b> – Mental Health Month, May 2014.	
7:10 – 7:15		<b>CONSENT AGENDA</b>  <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>	
	2-a.	<b>LEDGER OF ACCOUNTS PAID</b> – Consider approval of check series 37208 - 37268, totaling \$128,517.02.	Discussion; possible action by MOTION; may be acted upon with single motion.
	2-b.	<b>MINUTES</b> – Consider approval of the minutes of the Regular Meeting of April 8, 2014.	Discussion; possible action by MOTION; may be acted upon with single motion.
		<b>ADMINISTRATIVE ITEMS</b>  <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>	
7:15 – 7:30	3.	<b>QUAIL TRAIL WELL REHABILITATION</b> – Consider approval of a bid for the Quail Trail Well rehabilitation to Weber Water Resources, LLC.	Discussion; possible action by MOTION.
7:30 – 7:35	4.	<b>QUAIL TRAIL WELL PROJECT OVERSIGHT</b> – Consider approval of a project proposal with Atkins Engineering for oversight, permitting and review services for the Quail Trail Well rehabilitation project.	Discussion; possible action by MOTION.

7:35 – 7:55	5.	<b>WATER SUPPLY EVALUATION</b> – Consider approval of a project proposal with Atkins Engineering for a water supply evaluation and preliminary engineering project.	Discussion; possible action by MOTION.
7:55 – 8:00	6.	<b>PLANNING &amp; ZONING COMMISSION</b> – Discussion and possible action to remove Mr. Murphy, as a commissioner from the Planning & Zoning Commission.	Discussion; possible action by MOTION.
8:00 – 8:30	7.	<b>TOWN COUNCIL STIPEND</b> – Discussion and possible direction to staff regarding an ordinance to amend the Town Code, Section 2-1-5, Stipend for Mayor and Council Members.	Discussion; possible action by MOTION.
		<b>ADJOURN TO EXECUTIVE SESSION</b>	
8:30 – 8:45	8.	<b>EXECUTIVE SESSION</b> Executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct its Town Attorney regarding the Town’s position in pending litigation or in settlement discussions conducted in order to resolve litigation for <i>Foster v. Town of Quartzsite, et al.</i> , La Paz County Superior Court, Case No. CV2013-00115.	
		<b>RETURN TO OPEN SESSION</b>	
		<b>COMMUNICATIONS</b>	
8:45 - 8:50	9.	Announcements and Reports from the MAYOR on current events.	
8:50 - 8:55	10.	Announcements and Reports from the COUNCIL on current events.	

8:55 - 9:00	11.	Reports from the TOWN MANAGER to the Council.	
9:00 - 9:15		<p><b>COMMUNICATIONS FROM CITIZENS</b></p> <p><i>At this time, members of the public may comment on matters within the jurisdiction of the Town but not on the agenda. For the official record, individuals must state their name. <b>There is a 3 minute limit for each speaker.</b> The Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.</i></p>	
9:15		<b>ADJOURN</b>	MOTION to adjourn.

**Certification of Posting**

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

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

**TOWN OF QUARTZSITE**  
**MONTHLY FEE BOOK TOTALS**  
**MAGISTRATE COURT**

MONTH:     MARCH 2014                     

ACCOUNT #	ACCOUNT DESCRIPTION	TOTAL
01-2211	BONDS PAYABLE	
01-2212	MAGISTRATE PAYABLE	7,937.83
01-4410	MUNICIPAL FINES REVENUE	6,862.96
21-4420	LOCAL JCEF REVENUE	98.00
42-4044	COURT ENHANCEMENT	422.69
39-4027	LAW ENFORCEMENT REVENUE	201.97
01-4105	PUBLIC SAFETY RECOVERY	20.00
<b>TOTAL</b>		<b>\$15,543.45</b>

SIGNATURE                     *A. Kelley*                      
 Prepared by:                     *Don Allen*

## MONTHLY MAGISTRATE ACTIVITY REPORT

MONTH OF: MARCH 2014

	Prior Year	Current Year
Civil Traffic Action Filed	11	40
Criminal Traffic Action Filed	3	3
Misdemeanor Cases Filed	8	6
Initial Appearances Handled	6	11
Trials and Pre-Trials Held	13	16
Civil Traffic Closings	85	47
Criminal Traffic Closings	3	9
Misdemeanor Cases Closed	4	16
Warrants Issued	20	9
Warrants Closed	3	11
Harassment or Orders of Protection	2	1
Revenue Generated by Court	\$8,968.52	\$7,605.62
Total Collected	\$16,899.54	\$15,543.45

Comments:

Total collected does not include Bonds received per the Court

Filed as per Section 5-2-3:  
Subsection E

Preparer: Lois Call

A. Lilly  
Honorable Amanda Lilly, Magistrate

**TOWN OF QUARTZSITE**

**COMMON COUNCIL  
A PROCLAMATION**

**MENTAL HEALTH MONTH  
“Mind Your Health”**

**WHEREAS**, mental health is essential to everyone’s overall health and well-being; and

**WHEREAS**, all Americans experience times of difficulty and stress in their lives; and

**WHEREAS**, prevention is an effective way to reduce the burden of mental health conditions; and

**WHEREAS**, there is a strong body of research that supports specific tools that all Americans can use to better handle challenges, and protect their health and well-being; and

**WHEREAS**, mental health conditions are real and prevalent in our nation; and

**WHEREAS**, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

**WHEREAS**, each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

**THEREFORE, WE, THE COMMON COUNCIL OF QUARTZSITE**, do hereby proclaim May 2014 as Mental Health Month in the Town of Quartzsite, AZ.

**FURTHER**, we also call upon the citizens, government agencies, public and private institutions, businesses and schools in the Town of Quartzsite to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

**DATED** this 22<sup>nd</sup> day of **April** 2014.

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

Given under my hand in these free United States in the Town of Quartzsite, Arizona, on the 22<sup>nd</sup> day of April in the year Two Thousand Fourteen; and to which I have caused the Seal of the Town of Quartzsite to be affixed and have made this proclamation public.

**ATTEST:**

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



## TOWN OF QUARTZSITE

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### **SPECIAL COUNCIL MEETING**

Tuesday, April 22, 2014

**Agenda Item #2-a.** Consider approval of check series 37208 - 37268, totaling \$128,517.02.

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

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

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

**Attachment:** Ledger of Accounts Paid: check series 37208 - 37268, totaling \$128,517.02.

**Action Requested:** Motion to approve the Ledger of Accounts Paid; Check series 37208 - 37268, totaling \$128,517.02.

**Quartzsite Town Council Meeting of  
APRIL 22, 2014  
Check Register/ Revenue/ Consent Agenda**

**Horizon Community Bank- Begin Ck# 37208 - 37268**

**Balances on all cash accounts as of April 18, 2014**

<b>Checking Account</b>	<b>\$</b>	<b>2,428,548.88</b>
<b>LGIP Account</b>	<b>\$</b>	<b>686,505.95</b>
<b>WIFA Debt Reserve Account</b>	<b>\$</b>	<b>195,879.51</b>

<b>Total Expensed Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>229,132.03</b>
<b>Total Payroll for Pay Period Ending 03/29/14</b>	<b>\$</b>	<b>100,615.01</b>
<b>YTD Total Revenue Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>1,198,179.78</b>
<b>YTD Total Sewer Cap Revenue as of 04/18/14</b>	<b>\$</b>	<b>3,252.72</b>
<b>YTD Total Sewer Sales Revenue as of 04/18/14</b>	<b>\$</b>	<b>675,858.21</b>
<b>YTD Total Water Cap Revenue as of 04/18/14</b>	<b>\$</b>	<b>5,358.94</b>
<b>YTD Total Water Sales Revenue as of 04/18/14</b>	<b>\$</b>	<b>513,709.91</b>

## Report Criteria:

Report type: GL detail

Check Check Number = 37208-37268

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37208</b>						
04/10/2014	37208	Alsco - Steiner Corp	134.12	Cleaning Services for PW Dept	03-220-5022	134.12
04/10/2014	37208	Alsco - Steiner Corp	279.50	Mat Cleaning Services for Town H	01-130-5035	279.50
04/10/2014	37208	Alsco - Steiner Corp	65.77	Mat Cleaning Services for Comm	01-185-5035	65.77
Total 37208:			479.39			
<b>37209</b>						
04/10/2014	37209	Atkins	2,900.00	Engineering Services	15-500-5037	2,900.00
04/10/2014	37209	Atkins	9,394.82	Wastewater Expansion	16-550-5037	9,394.82
04/10/2014	37209	Atkins	1,637.50	P&Z Professional Services	01-160-5037	1,637.50
04/10/2014	37209	Atkins	6,974.40	PW Dept - Engineering Services	03-220-5103	6,974.40
Total 37209:			20,906.72			
<b>37210</b>						
04/10/2014	37210	Bush's Backflow Testing &	100.00	Backflow Testing	16-550-5035	100.00
Total 37210:			100.00			
<b>37211</b>						
04/10/2014	37211	C&D Disposal	103.90	4Yd Commercial Bin Fee	01-180-5035	103.90
Total 37211:			103.90			
<b>37212</b>						
04/10/2014	37212	Chevron Usa	96.10	Fuel for Comm Dev Svcs	01-160-5024	96.10
04/10/2014	37212	Chevron Usa	99.03	Fuel for Magistrate Court	01-150-5024	99.03
Total 37212:			195.13			
<b>37213</b>						
04/10/2014	37213	Cyle Johnson Electric	270.00	Labor: Electrical for Lift Pump	15-500-5091	270.00
Total 37213:			270.00			
<b>37214</b>						
04/10/2014	37214	Davis Building Supply	4,974.39	Material Fencing for Cemetery	01-181-5062	4,974.39
Total 37214:			4,974.39			
<b>37215</b>						
04/10/2014	37215	Fedex	24.70	Shipping - CDBG Grant	01-160-5042	24.70
Total 37215:			24.70			
<b>37216</b>						
04/10/2014	37216	Gfoaz	60.00	GFOAZ 2014 Membership: K. Tun	01-130-5051	60.00
Total 37216:			60.00			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37217</b>						
04/10/2014	37217	Kansas State Bank	151.84	Konica Minolta Bizhub C654 Copi	01-130-5058	151.84
04/10/2014	37217	Kansas State Bank	52.34	Konica Minolta Bizhub C654 Copi	01-130-5057	52.34
Total 37217:			204.18			
<b>37218</b>						
04/10/2014	37218	Marielena Tunnell	74.00	PER DIEM: CDBG Training	01-130-5043	74.00
Total 37218:			74.00			
<b>37219</b>						
04/10/2014	37219	Midway Chevrolet	44,356.43	2014 Chevrolet Tahoe PPV CC 1	27-205-5061	44,356.43
Total 37219:			44,356.43			
<b>37220</b>						
04/10/2014	37220	Public Safety Personnel Re	14,411.66	Police Retirement Contrib-James	01-140-5016	14,411.66
Total 37220:			14,411.66			
<b>37221</b>						
04/10/2014	37221	Road Runner Sanitary Sup	15.34	Janitorial Supplies (Magistrate)	01-130-5021	15.34
04/10/2014	37221	Road Runner Sanitary Sup	154.94	Janitorial Supplies (Police)	01-140-5034	154.94
04/10/2014	37221	Road Runner Sanitary Sup	15.34	Janitorial Supplies (Magistrate)	01-150-5034	15.34
04/10/2014	37221	Road Runner Sanitary Sup	15.33	Janitorial Supplies (P & Z)	01-160-5034	15.33
04/10/2014	37221	Road Runner Sanitary Sup	15.34	Janitorial Supplies (Library)	01-170-5034	15.34
04/10/2014	37221	Road Runner Sanitary Sup	15.33	Janitorial Supplies (PW)	03-220-5022	15.33
04/10/2014	37221	Road Runner Sanitary Sup	15.33	Janitorial Supplies (WWTP)	15-500-5034	15.33
04/10/2014	37221	Road Runner Sanitary Sup	15.33	Janitorial Supplies (Water)	16-550-5034	15.33
04/10/2014	37221	Road Runner Sanitary Sup	59.69	Janitorial Supplies (Park)	01-180-5034	59.69
Total 37221:			321.97			
<b>37222</b>						
04/10/2014	37222	Secretary Of State	43.00	Notary Commission Appl: K. Tunn	01-130-5035	43.00
04/10/2014	37222	Secretary Of State	43.00	Notary Commission Appl: A. Dani	01-160-5051	43.00
04/10/2014	37222	Secretary Of State	43.00	Notary Commission Appl:T. Abria	01-130-5035	43.00
Total 37222:			129.00			
<b>37223</b>						
04/10/2014	37223	Titan Machinery	143.45	Switch	03-220-5040	143.45
Total 37223:			143.45			
<b>37224</b>						
04/10/2014	37224	Verizon Wireless	46.81	Cell phone Services	01-130-5048	46.81
04/10/2014	37224	Verizon Wireless	30.54	Cell phone Services	01-230-5048	30.54
04/10/2014	37224	Verizon Wireless	30.54	Cell phone Services	01-230-5048	30.54
04/10/2014	37224	Verizon Wireless	30.54	Cell phone Services	01-130-5048	30.54
04/10/2014	37224	Verizon Wireless	35.92	Cell phone Services	01-160-5048	35.92
04/10/2014	37224	Verizon Wireless	30.54	Cell phone Services	01-180-5048	30.54
04/10/2014	37224	Verizon Wireless	30.54	Cell phone Services	01-180-5048	30.54
04/10/2014	37224	Verizon Wireless	46.81	Cell phone Services	01-185-5048	46.81
04/10/2014	37224	Verizon Wireless	40.03	Cell phone Services	01-185-5048	40.03

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
04/10/2014	37224	Verizon Wireless	34.85	Cell phone Services	01-230-5048	34.85
04/10/2014	37224	Verizon Wireless	34.99	Cell phone Services	03-220-5048	34.99
04/10/2014	37224	Verizon Wireless	43.45	Cell phone Services	01-130-5048	43.45
04/10/2014	37224	Verizon Wireless	30.54	Cell phone Services	01-185-5048	30.54
04/10/2014	37224	Verizon Wireless	30.54	Cell phone Services	01-180-5048	30.54
04/10/2014	37224	Verizon Wireless	30.54	Cell phone Services	16-550-5048	30.54
04/10/2014	37224	Verizon Wireless	64.70	Cell phone Services	15-500-5048	64.70
04/10/2014	37224	Verizon Wireless	40.09	Cell phone Services	16-550-5048	40.09
04/10/2014	37224	Verizon Wireless	46.48	Cell phone Services	16-550-5048	46.48
Total 37224:			678.45			
<b>37225</b>						
04/10/2014	37225	West Coast Equipment, Inc	252.48	Brooms for PW Sweeper	03-220-5040	252.48
Total 37225:			252.48			
<b>37226</b>						
04/10/2014	37226	Amy Daniel	74.00	PER DIEM: CDBG Training	01-130-5043	74.00
Total 37226:			74.00			
<b>37245</b>						
04/17/2014	37245	ABM	3,513.91	Consultant Svcs for Community D	01-160-5032	3,513.91
Total 37245:			3,513.91			
<b>37246</b>						
04/17/2014	37246	Arizona State Treasurer	7,898.61	Fees Collected: March 2014	01-000-2212	7,898.61
Total 37246:			7,898.61			
<b>37247</b>						
04/17/2014	37247	Az Mun. Risk Retention Po	321.00	Workers Comp	01-110-5015	321.00
04/17/2014	37247	Az Mun. Risk Retention Po	509.00	Workers Comp	01-130-5015	509.00
04/17/2014	37247	Az Mun. Risk Retention Po	5,594.00	Workers Comp	01-140-5015	5,594.00
04/17/2014	37247	Az Mun. Risk Retention Po	109.00	Workers Comp	01-150-5015	109.00
04/17/2014	37247	Az Mun. Risk Retention Po	131.00	Workers Comp	01-160-5015	131.00
04/17/2014	37247	Az Mun. Risk Retention Po	127.00	Workers Comp	01-170-5015	127.00
04/17/2014	37247	Az Mun. Risk Retention Po	339.00	Workers Comp	01-180-5015	339.00
04/17/2014	37247	Az Mun. Risk Retention Po	120.00	Workers Comp	01-185-5015	120.00
04/17/2014	37247	Az Mun. Risk Retention Po	4,800.00	Workers Comp	03-220-5015	4,800.00
04/17/2014	37247	Az Mun. Risk Retention Po	409.00	Workers Comp	01-230-5015	409.00
04/17/2014	37247	Az Mun. Risk Retention Po	240.00	Workers Comp	01-181-5015	240.00
04/17/2014	37247	Az Mun. Risk Retention Po	917.00	Workers Comp	15-500-5015	917.00
04/17/2014	37247	Az Mun. Risk Retention Po	1,498.00	Workers Comp	16-550-5015	1,498.00
04/17/2014	37247	Az Mun. Risk Retention Po	198.00	Workers Comp	01-140-5089	198.00
Total 37247:			15,312.00			
<b>37248</b>						
04/17/2014	37248	Connected Computer & Re	3,517.86	Computer Tech Svcs - Police Dep	01-140-5035	3,517.86
04/17/2014	37248	Connected Computer & Re	513.07	Computer Tech Services - Library	01-170-5035	513.07
Total 37248:			4,030.93			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37249</b>						
04/17/2014	37249	D And L Auto Parts	26.40	Mech Supplies	03-220-5024	26.40
04/17/2014	37249	D And L Auto Parts	31.34	Vehicle Maint PW	03-220-5025	31.34
04/17/2014	37249	D And L Auto Parts	11.29	Equipment Repair	03-220-5040	11.29
04/17/2014	37249	D And L Auto Parts	8.14	Small Tools	03-220-5060	8.14
04/17/2014	37249	D And L Auto Parts	12.05	Admin Vehicle Maint.	01-130-5025	12.05
04/17/2014	37249	D And L Auto Parts	34.76	PD Vehicle Maint	01-140-5025	34.76
04/17/2014	37249	D And L Auto Parts	49.13	Equipment Repair	01-180-5040	49.13
04/17/2014	37249	D And L Auto Parts	247.99	WWTP Vehicle Repair	15-500-5040	247.99
Total 37249:			421.10			
<b>37250</b>						
04/17/2014	37250	Dennis Patterson	25.00	Pest Control	15-500-5035	25.00
04/17/2014	37250	Dennis Patterson	37.00	Pest Control	01-130-5035	37.00
04/17/2014	37250	Dennis Patterson	33.00	Pest Control	03-220-5035	33.00
04/17/2014	37250	Dennis Patterson	30.00	Pest Control	01-140-5035	30.00
04/17/2014	37250	Dennis Patterson	60.00	Pest Control	01-185-5035	60.00
Total 37250:			185.00			
<b>37251</b>						
04/17/2014	37251	Employers Direct Health	8.56	Aggregate Employer Insurance	01-110-5016	8.56
04/17/2014	37251	Employers Direct Health	26.14	Aggregate Employer Insurance	01-130-5016	26.14
04/17/2014	37251	Employers Direct Health	87.97	Aggregate Employer Insurance	01-140-5016	87.97
04/17/2014	37251	Employers Direct Health	30.91	Aggregate Employer Insurance	01-150-5016	30.91
04/17/2014	37251	Employers Direct Health	19.02	Aggregate Employer Insurance	01-160-5016	19.02
04/17/2014	37251	Employers Direct Health	21.40	Aggregate Employer Insurance	01-170-5016	21.40
04/17/2014	37251	Employers Direct Health	11.41	Aggregate Employer Insurance	01-180-5016	11.41
04/17/2014	37251	Employers Direct Health	9.51	Aggregate Employer Insurance	01-185-5016	9.51
04/17/2014	37251	Employers Direct Health	65.14	Aggregate Employer Insurance	03-220-5016	65.14
04/17/2014	37251	Employers Direct Health	4.76	Aggregate Employer Insurance	01-230-5016	4.76
04/17/2014	37251	Employers Direct Health	6.18	Aggregate Employer Insurance	01-181-5016	6.18
04/17/2014	37251	Employers Direct Health	25.68	Aggregate Employer Insurance	15-500-5016	25.68
04/17/2014	37251	Employers Direct Health	35.19	Aggregate Employer Insurance	16-550-5016	35.19
Total 37251:			351.87			
<b>37252</b>						
04/17/2014	37252	GovDeals, Inc.	31.12	Auction Fee: PW Vehicle	03-220-5035	31.12
04/17/2014	37252	GovDeals, Inc.	30.00	Auction Fee: WWTP Vehicle	15-500-5035	30.00
Total 37252:			61.12			
<b>37253</b>						
04/17/2014	37253	Inland Builders Supply, Inc.	129.51	Fencing material for cemetery	01-181-5062	129.51
04/17/2014	37253	Inland Builders Supply, Inc.	56.02	Fencing Material for Cemetery	01-181-5062	56.02
04/17/2014	37253	Inland Builders Supply, Inc.	90.87	Floor scrubber rental	01-140-5034	90.87
Total 37253:			276.40			
<b>37254</b>						
04/17/2014	37254	Jack Pots Portables, Inc.	381.06	Porta Potties for Parks Dept	01-180-5035	381.06
Total 37254:			381.06			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37255</b>						
04/17/2014	37255	Jeremiah Cameron	37.50	CDL Physical	15-500-5035	37.50
04/17/2014	37255	Jeremiah Cameron	37.50	CDL Physical	16-550-5035	37.50
Total 37255:			75.00			
<b>37256</b>						
04/17/2014	37256	Jones Ford	301.00	Vehicle equipment	03-220-5061	301.00
Total 37256:			301.00			
<b>37257</b>						
04/17/2014	37257	Kent & Ryan PLC	135.00	Indigent Defense Attorney	01-150-5074	135.00
Total 37257:			135.00			
<b>37258</b>						
04/17/2014	37258	Kustom Signal, Inc.	147.22	Batteries for Pro Laser	01-140-5040	147.22
Total 37258:			147.22			
<b>37259</b>						
04/17/2014	37259	La Paz County Sheriff's De	10.62	Fees Collected: March 2014	01-000-2212	10.62
Total 37259:			10.62			
<b>37260</b>						
04/17/2014	37260	La Paz County Treasurer	28.60	Fees Collected: March 2014	01-000-2212	28.60
Total 37260:			28.60			
<b>37261</b>						
04/17/2014	37261	Lawson Products, Inc.	528.55	Small Tools/Equipment	03-220-5060	528.55
Total 37261:			528.55			
<b>37262</b>						
04/17/2014	37262	Quill Corporation	120.68	Office Supplies - Admin	01-130-5021	120.68
04/17/2014	37262	Quill Corporation	6.48	Office Supplies - Library	01-170-5021	6.48
04/17/2014	37262	Quill Corporation	75.64	Office Supplies - Magistrate	01-150-5021	75.64
04/17/2014	37262	Quill Corporation	52.87	Office Supplies: PD	01-140-5021	52.87
04/17/2014	37262	Quill Corporation	100.78	Office Supplies: Rec	01-185-5021	100.78
04/17/2014	37262	Quill Corporation	41.86	Office Supplies: Library	01-170-5021	41.86
04/17/2014	37262	Quill Corporation	41.87	Office Supplies: Water	16-550-5021	41.87
04/17/2014	37262	Quill Corporation	41.86	Office Supplies: WWTP	15-500-5021	41.86
04/17/2014	37262	Quill Corporation	41.87	Office Supplies: PW	03-220-5021	41.87
04/17/2014	37262	Quill Corporation	75.15	Office Supplies: Admin	01-130-5021	75.15
04/17/2014	37262	Quill Corporation	41.87	Office Supplies: Magistrate	01-150-5021	41.87
Total 37262:			640.93			
<b>37263</b>						
04/17/2014	37263	Skylor Miller	1,192.20	Transition/Relocation Travel Expe	01-130-5043	1,192.20
Total 37263:			1,192.20			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37264</b>						
04/17/2014	37264	Southwest Code Consultan	400.00	Submittal Plan Review - Sleep In	01-160-5037	400.00
Total 37264:			400.00			
<b>37265</b>						
04/17/2014	37265	Tierra Survey & Mapping	150.00	Survey & Mapping: Cemetery	01-181-5035	150.00
Total 37265:			150.00			
<b>37266</b>						
04/17/2014	37266	Verizon Wireless	30.54	928-916-9209	01-170-5048	30.54
Total 37266:			30.54			
<b>37267</b>						
04/17/2014	37267	Visa	91.54	Blankshirts.com: Work shirts for P	03-220-5019	91.54
04/17/2014	37267	Visa	272.28	HolidayInn: ACS Program 3/24-3/	01-150-5043	272.28
04/17/2014	37267	Visa	336.34	Comfortinn: Election Trng-T. Abria	01-130-5043	336.34
04/17/2014	37267	Visa	168.39	Springhill: Exam T. Hoogerwerf 3/	01-160-5043	168.39
04/17/2014	37267	Visa	343.14	Quality Inn: Caselle Trng K. Tunn	01-130-5043	343.14
04/17/2014	37267	Visa	85.79	Quality Inn: Caselle Trng M. Hunt	15-500-5043	85.79
04/17/2014	37267	Visa	85.78	Quality Inn: Caselle Trng M. Hunt	16-550-5043	85.78
04/17/2014	37267	Visa	150.00	Ntl Notary Package - T. Abriani	01-130-5021	150.00
04/17/2014	37267	Visa	150.00	Ntl Notary package - K. Tunnell	01-130-5021	150.00
04/17/2014	37267	Visa	150.00	Ntl Notary Package - A. Daniel	01-130-5021	150.00
04/17/2014	37267	Visa	469.99	Amazon: Fire Safe	03-220-5030	469.99
04/17/2014	37267	Visa	130.93	Amazon: Commercial file cabinet	01-130-5021	130.93
04/17/2014	37267	Visa	340.00	AMAZON: 4 cameras for PD	01-140-5060	340.00
04/17/2014	37267	Visa	6.96	UnoClean: Windshield Cleaner	01-130-5021	6.96
04/17/2014	37267	Visa	6.96	UnoClean: Windshield Cleaner	01-160-5025	6.96
04/17/2014	37267	Visa	6.96	UnoClean: Windshield Cleaner	01-140-5040	6.96
04/17/2014	37267	Visa	6.97	UnoClean: Windshield Cleaner	01-230-5025	6.97
04/17/2014	37267	Visa	6.97	UnoClean: Windshield Cleaner	03-220-5025	6.97
04/17/2014	37267	Visa	6.97	UnoClean: Windshield Cleaner	15-500-5040	6.97
04/17/2014	37267	Visa	6.97	UnoClean: Windshield Cleaner	16-550-5040	6.97
04/17/2014	37267	Visa	127.88	Paper Direct: Grean Cert Seals fo	01-160-5022	127.88
04/17/2014	37267	Visa	300.00	ASU Conf.T. Abriani AZ Muni Cler	01-130-5043	300.00
04/17/2014	37267	Visa	448.81	HomeDepot: 100-Watt Light Bulbs	01-185-5030	448.81
04/17/2014	37267	Visa	98.16	Silly Al's Pizza: Interviews for Poli	01-140-5043	98.16
04/17/2014	37267	Visa	41.94	Women Within: Work Shirts for T.	03-220-5019	41.94
04/17/2014	37267	Visa	221.39	Amazon: Counter table legs	01-140-5070	221.39
04/17/2014	37267	Visa	98.50	Amazon: 3 Black Camera pelican	01-140-5060	98.50
04/17/2014	37267	Visa	95.23	Amazon: 2 Silver Camera pelican	01-140-5060	95.23
Total 37267:			4,254.85			
<b>37268</b>						
04/17/2014	37268	West Payment Center	430.66	West Law Information Changes	01-150-5051	430.66
Total 37268:			430.66			
Grand Totals:			128,517.02			

Grand Totals:	<u>128,517.02</u>	<u>128,517.02-</u>	<u>.00</u>
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Report Criteria:

Report type: GL detail

Check.Check Number = 37208-37268

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## TOWN OF QUARTZSITE

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### **SPECIAL COUNCIL MEETING**

Tuesday, April 22, 2014

**Agenda Item #2-b.** Consider approval of the minutes of the Regular Meeting of April 8, 2014.

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

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

**Attachment:** Minutes of the Regular Meeting of April 8, 2014.

**Action Requested:** **Motion to approve the minutes of the Regular Meeting of April 8, 2014.**

**MINUTES**  
**TOWN OF QUARTZSITE**  
**REGULAR MEETING OF THE COMMON COUNCIL**  
**TUESDAY, APRIL 8, 2014, 9:00 AM**

**CALL TO ORDER:** 9:00 a.m.

**INVOCATION:** Moment of silence observed.

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

**ROLL CALL:**

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

**STAFF PRESENT:** Laura Bruno, Town Manager; Patricia Ronan, Town Attorney; Tina Abriani, Town Clerk; Amy Daniel, Deputy Town Clerk

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

Council Member Scott pulled check #37205. **The Mayor called for a vote to approve the agenda as amended. The vote was unanimous. Motion Passed.**

**PRESENTATIONS; PROCLAMATIONS:**

**1. PROCLAMATION – National Arbor Day, April 25, 2014.**

The Mayor read the National Arbor Day Proclamation aloud.

**2. PRESENTATION – Special Off-Highway Vehicle Report regarding a new trail that will affect Off-Highway Vehicle (OHV) activity in Quartzsite and the surrounding area.**

Skip Gallup spoke as a representative of the Peace Trail Committee. Using existing trails, no new trails will be established, all three western counties in Arizona are working together to support the Peace Trail. It will be in the form of a loop and will cover the western side of Arizona. Mr. Gallup stated that the Committee has gotten full support from Arizona State Parks, the Arizona Game & Fish, and BLM in the western side of the state. The name 'peace trail' came from La Paz, the Spanish word for peace. The trail will be open for use by all OHV vehicles that is ATV, UTV and jeep type vehicles. No pick-up trucks will be permitted on the trail. The committee is asking for a letter of support and money to file their non-profit status. There is a plan for maps. The trail will go around Quartzsite. There will be spurs into towns and cities. The trail gets almost all the way to I-8, leading to Yuma. This trail will have inlets into Quartzsite. Staging areas

are being discussed. The trail is just over 600 miles long. \$1,400 will just cover the expenses needed to file their non-profit status.

Council Member Scott stated this is something the Town should be supporting.

**The Mayor directed** staff to put it on the next agenda for possible action.

### **CONSENT AGENDA:**

**Vice Mayor Jewitt moved** to approve the consent agenda with the exception of check #37205 and **Council Member Timberlake seconded** the motion.

**The Mayor pulled Item 3-c.** He stated he wanted it open for discussion.

**Council Member Timberlake moved** to amend the consent agenda and **Council Member Scott seconded** the motion. The vote was unanimous. **Motion Passed.**

**The Mayor asked for a motion to approve** the consent agenda as amended and **Council Member Scott so moved.** **Council Member Timberlake seconded** the motion. The vote was unanimous. **Motion Passed.**

**3-a. LEDGER OF ACCOUNTS PAID – Consider approval of check series 37141 - 37207, totaling \$173,524.82.**

**3-b. MINUTES – Consider approval of the minutes of the Regular Meeting of March 25, 2014 and the Public Work Session of April 3, 2014.**

Town Manager Bruno explained check #37205 as being payment to Transportation Concepts for contractor operations for the trolley program received in the months of December 2013, January 2014 and February 2014.

**Council Member Scott moved** to approve check #37205 and **Vice Mayor Jewitt seconded** the motion. The vote was unanimous. **Motion Passed.**

**3-c. BUILDING DEFERRED MAINTENANCE – Consider approval of a proposal from D.B. Builders, Inc. to perform deferred maintenance service, including sealing and painting, of the Town Hall Building.**

Town Manager Bruno spoke regarding the Council's prior approval, during the 2013-2014 budget development process. Proposals were solicited at the time of the budget adoption process, three proposals were received. She asked staff to reach out to other interested parties. D.B. Builders later submitted a bid for a significantly lower amount than the previous three. This is a budgeted item.

**Council Member Crooks moved to approve** D.B. Builders, Inc. to perform deferred maintenance service on the Town Hall building, as proposed; and authorize

the Town Manager to execute the contract. **Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

#### **ADMINISTRATIVE ITEMS:**

**4. SEWER RATE DISCUSSIONS WITH CONSTITUENTS- Discussion of ongoing meetings with certain citizens, local businesses, residential property owners and RV Park owners concerning the sewer rates and requiring the attendance of Town staff, contractors and consultants.**

Council Member Orgeron had this item put on the agenda. He outlined the current sewer rate's implementation, a six to one vote, by the Council. He stated these sewer rate meetings are costing the Town money, out of the water and sewer fund, which the Town cannot afford to lose. He stated he does not see a reason to continue.

Council Member Timberlake spoke regarding her reasons to sit down with the RV Park owners. She stated it is her job to listen to the public and bring information back to the Council.

Council Member Orgeron stated the meeting that Council Member Scott and Council Member Timberlake wanted was to be strictly with the RV Parks owners, not the business owners, and not the home owners.

Council Member Scott spoke regarding the portion of the Council's constituents that approached Council Members regarding their concerns.

Council Member Scott spoke regarding the portion of the Council's constituents that approached Council Members regarding their concerns. Council Member Scott wanted to meet with the RV Park owners to brainstorm with them regarding their concerns, to possibly help the related litigation end. Council Member Scott stated the Council represents every person in the Town. She is trying to work with them to make the lawsuit go away. Council Member Scott stated she met with a concerned group of the Council's constituents that asked for the matter to be reviewed.

Council Member Scott said the issue has to be looked at as a whole. Looking for answers to reduce costs for everyone. She said the Council needs to be open to all people, home owners, businesses, everyone. She stated the Council has to answer to the constituents. Council Member Scott said the Council needs to listen to the people.

Council Member Scott stated the last meeting brought up some ideas that may help to repay back some of the loan.

The Mayor stated he spoke with La Paz County regarding the Town's excess of drying beds in the summer months. The County wants to lease some of the drying beds, while they are doing maintenance. This would raise revenue for the Town.

Council Member Orgeron stated that Mr. Jacobson and Ms. Farish, of the RV Parks said "we will continue until we get a break" this is why he thinks the Town is being held hostage by a special interest group.

Council Member Scott said she disagrees that they are holding the Town hostage. Council Member Scott said it is not a special interest group; they are a part of the Town. She said the people have the right to ask questions and the Council has the responsibility to answer them.

The Mayor asked for a motion to open up the discussion to the public.

Council Member Crooks said the entire issue is regarding litigation regarding the veto power of the Mayor. She stated the Mayor does not have veto power when something is passed with an emergency resolution. She said this is regarding the health and safety of the community.

The Mayor wanted to explain the power of the veto. Town Attorney Ronan advised the topic of Mayoral Powers is not on the agenda.

Vice Mayor Jewitt stated the Council Members that have participated in discussions without the other Council Members present, should report back to the Council.

Council Member Scott said that if the meeting had gone the way she had planned for it to be set up, they would have reported what had happened to the Council.

Council Member Orgeron stated that by having that meeting, they are in essence telling her to spend the Town's money without approval from Council.

Council Member Orgeron stated that Council Member Scott and Council Member Timberlake asked Town Manager Bruno to set it up with Town Engineer Kevin Murphy, spending tax payer dollars. The Council did not vote to approve the expenditure.

Vice Mayor Jewitt reminded everyone that we represent the citizens of Quartzsite.

**Council Member Timberlake moved** to open the issue up for public discussion.  
**Council Member Scott seconded** the motion.

**ROLL CALL VOTE:**

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

**Yes:** Mayor Foster, Council Member Scott, Council Member Timberlake.

**No:** Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron.

Council Member Kelley suggested that the Council should continue to listen to the people and consider the list of things that may generate more revenue. She said the

item should be put on the next agenda. Council Member Kelley believes the RV Park owners are looking to the future, not the present.

Council Member Crooks spoke regarding the grant money needed to save the wastewater treatment plant.

Council Member Kelley directed staff to bring the list of ideas with information regarding the feasibility of each to the next Council meeting.

Council Member Scott verified there is a meeting set for next Thursday.

**5. MUNICIPAL PROPERTY CORPORATION – Consider the appointment of one director to the Municipal Property Corporation, MPC, to replace the vacancy created by Paul Carnevale’s resignation, with a term to expire June 1, 2015.**

Mr. Thompson spoke regarding his resume and reviewed his local involvement. He and his wife are active members of the Q.I.A., active members of the Lutheran Church, active members of the Historical Society and strongly support the Isaiah 58 Project. They are members of the Senior Citizen Center and the Gem Club.

Vice Mayor Jewitt asked about his absence from Quartzsite for five months of the year.

Mr. Thompson stated one meeting is required per year in July. He suggests that if he is appointed, there be a meeting held within ten days. On the agenda, he would like there to be an election and a gathering with a Town Attorney, at which the Town Attorney would explain the responsibilities of directors of the Municipal Property Corporation. He also suggested two more meetings, one to be held in October 2014 and a final report meeting be held in December 2014.

Mr. Thompson advised the Council that he is a member of Municipal Utility Administrative Committee. He sees no conflict there. He noted he did investigate the open position on the Municipal Corporation Committee’s Board of Directors, before submitting his volunteer interest statement.

**Vice Mayor Jewitt moved to appoint Mr. Richard L. Thompson as a director on the Municipal Property Corporation, to replace a vacancy created by the resignation of Mr. Paul Carnevale. Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

**6. 2013-14 OPERATING BUDGET – Discuss and consider approval of amendments to the Town’s 2013-2014 Operating Budget**

Town Manager Bruno gave a presentation regarding Budget Amendments taking a look at where the Town stands with its current operating budget. She gave out the Budget Amendments Report, which she displayed on screen, to the Council Members.

Town Manager Bruno reviewed the different accounts. She summarized the various adjustments in each category.

Town Manager Bruno concluded with the updated budget for the current year. She asked the Council to approve the named budget adjustments. She stated the Town will then be moving on to preparing the budget for the new year.

Vice Mayor Jewitt asked about the water fund. He stated that Town Manager Bruno stated that the water fund is going to be in the hole, to put it bluntly, and that we will have to dig into HURF again. Vice Mayor Jewitt stated we cannot dig into HURF, it is not legal.

Town Manager Bruno explained that the same thing is happening with the water fund as has happened with the sewer funds; that is, going without revenue adjustments to the rates for many years.

The Town has had a preliminary water rate study done and whenever the Council is ready, it can be brought forward.

Vice Mayor Jewitt said we should list it on the next agenda and Council Member Kelley directed staff to bring the preliminary water study.

The Mayor stated it has come to his attention that the Town has been disposing of some assets. He is concerned about some equipment at the wastewater treatment plant. He asked who authorized that and why was it done.

Town Manager Bruno replied that she could not answer that question, but would look into the matter.

Council Member Kelley asked how Q Mountain factors in to the next year's budget in terms of the water rates.

Town Manager Bruno stated Q-Mountain water rates will use the same rate structure as the rest of the Town. As far as bringing Q-Mountain's infrastructure up to par, it will require negotiation, as their system must be brought up to the required specifications for the Town of Quartzsite to take over maintenance.

**Council Member Crooks moved** to approve the amendments to the Town's 2013-2014 Operating Budget and **Vice Mayor Jewitt seconded** the motion. The vote was unanimous. **Motion Passed.**

**ADJOURN TO EXECUTIVE SESSION 10:46 a.m.**

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

## 7. EXECUTIVE SESSION

Executive session pursuant to A.R.S. Section 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider the Town's position and instruct its attorneys regarding the Town's position in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation for the matter Town of Parker and Town of Quartzsite v. D.L. Wilson, La Paz County, et al.

**RETURN TO OPEN SESSION** 11:01 a.m. Meeting Called to Order.

**ROLL CALL:**

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

## 8. SETTLEMENT OF TASK FORCE LITIGATION – Discussion and possible action to approve the settlement agreement in the action Town of Parker and Town of Quartzsite v. D.L. Wilson and La Paz County, et al.

**Vice Mike Jewitt moved** to accept the agreement as presented and **Council Member Kelley seconded** the motion.

Town Manager Bruno stated an authorization to execute the agreement was required.

Vice Mayor Jewitt stated: with an authorization to be executed.

Town Manager Bruno added, authorize the Mayor or the Town Manager.

**Vice Mayor Jewitt moved** to vote to accept the CADRE settlement agreement to be finalized by the Mayor or Town Manager.

Town Attorney Ronan stated she would recommend it be one or the other, the Mayor or the Town Manager.

**Vice Mayor Jewitt stated he amends his motion** to restate it with just 'Town Manager'. **Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed.**

## COMMUNICATIONS:

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

The Mayor announced the next meeting of the Common Council will be at 7:00 p.m.

The Mayor announced that the Town of Quartzsite set a record with the human Q at the Grand Gathering. He thanked the QIA and Proud Neighbors, who did a lot of work to make it happen.

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

Council Member Kelley announced there was a surplus of produce at the Food Bank.

Council Member Scott spoke regarding questions and concerns regarding the expenses of travel and the separation of powers regarding the Magistrate Court.

Council Member Scott stated it was recommended to her by the Town Attorney, that the Council adopt a travel policy, as to who would provide 'prior approval' for the travel requests for the Magistrate, as currently required in the Town Code.

Council Member Scott said she is not against education, but does not see traveling extensively to fulfill the Magistrate Judge's required training, as necessary. She said the tax payers expect the Council to monitor expenditures line by line.

Council Member Timberlake spoke regarding her discussion with judicial trainers.

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

Town Manager Bruno suggested that the Town conduct a 'best practices' survey and develop a travel policy to bring back to Council. This would assure that the Town is not doing anything out of line with what other municipalities are doing.

The Arizona Supreme Court Education Services Division granted a scholarship to the Town's Magistrate Judge to go to the conference and seminar in Washington, D.C. The National Judicial College also contributed \$1,100 for the same training, as they feel it is valuable. The net cost to the Town will be \$500 for this training.

## **COMMUNICATIONS FROM CITIZENS**

Mayor Foster left the dais and went to the public podium. He introduced himself as Ed Foster, citizen. He spoke regarding the power of the Mayor to veto. He referenced the part of the Arizona Revised Statute that covers initiative, referendum and recall. He stated citizen legislation was established by the Constitutional Convention. He said the law was written to give the citizens the power of the referendum. Ed Foster concluded by saying the Mayor does have the power of veto.

Skip Gallup, property owner, spoke regarding two matters. He does not know how someone who has litigation pending can stand up before the group and speak. Mr. Gallup stated he believes it is a violation. He stated it is his belief that, under Robert's Rules, a Council Member cannot resume his position, or speak, until after the Communications from Citizens, has ended. Mr. Gallup spoke regarding the Town's boards, active and inactive, as well as volunteerism. He asked the Council to use the boards that are in place.

David Skelton, resident of Quartzsite, taxpayer and land owner. He read aloud, a letter from Judge Amanda Lilly, regarding her views on her position and education.

Mary Skelton, the Judge's grandmother, spoke regarding Judge Amanda Lilly's credentials, education and training.

Jennifer Jones, resident, spoke regarding the loan and litigation. She stated she has all the paperwork on the USDA loan and on the WIFA loan. Jennifer Jones said she spoke with a representative of the USDA, who said there is no expiration of the loan.

Jennifer Jones stated a department head has never come before the Council to report the need for repairs to the treatment plant.

Holly Graham, has been here seasonally, stated she keeps coming back because it is exciting. She spoke regarding her family's perspective regarding coming together to better the Town. She is interested in starting a local farmer's market. She also spoke regarding mom and pop businesses and the ATV traffic.

Shanana Rain GoldenBear, with Proud Neighbors of Quartzsite, read aloud the email from Guinness confirming the world record for the world's largest human letter.

Official participants can now purchase official certificates of participation at the grandgathering.com website

Jeff Gilbert, citizen of Quartzsite, spoke regarding the water and sewer debate that took place during the Council Meeting. He was pleased to see a debate take place. He spoke about the public's inability to speak on the matter at the meeting.

**ADJOURNMENT:** 11: 37 a.m.

Vice Mayor Jewitt moved to adjourn and Council Member Kelley seconded the motion.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of April 8, 2014, of the Town Council of Quartzsite, Arizona, held on April 8, 2014.

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

DATED this 22<sup>th</sup> day of April 2014

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

On behalf of the Common Council

Approved:

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



## TOWN OF QUARTZSITE

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### **SPECIAL COUNCIL MEETING**

Tuesday, April 22, 2014

**Agenda Item #3** Consider approval of a bid for the Quail Trail Well rehabilitation to Weber Water Resources, LLC.

**Summary:** The Town has re-advertised the project to rehabilitate the Quail Trail Well, which is not operational.

One contractor submitted a bid in response to the Town's official solicitation. The bid provided for a total project cost of \$313,974. After reviewing and analyzing the bid packet, the Town's Engineer recommends awarding the bid for this project to the only responsive and responsive bidder, Weber Water Resources, LLC, for a total of \$313.974.

The project consists of two phases. First is the rehabilitation of the well. Next is the replacing of the worn out duty pumps with vertical turbines with variable frequency drives (which will also help eliminate pressure fluctuations in the Town's water system).

Funding for this project is from a Federal CDBG grant and local water revenue funds.

**Responsible Person:** Rob Troxler, Utilities Director

**Attachment:** 1. Review and recommendation of the bid for the Quail Trail Well rehabilitation Project

**Action Requested:** **Motion to award the bid for the Quail Trail Well rehabilitation project to Weber Water Resources, LLC., and authorize the Town Manager to execute the required documents.**



**Atkins North America, Inc.**  
60 South Acoma Boulevard, Suite C106  
Lake Havasu City, Arizona 86403

**Telephone: +1.928.855.4505**  
Fax: +1.928.855.4535

[www.atkinsglobal.com/northamerica](http://www.atkinsglobal.com/northamerica)

April 9, 2014

Town of Quartzsite  
Utilities Department  
Attention: Rob Troxler  
465 N. Plymouth Avenue  
Quartzsite, Arizona 85346

Dear Mr. Troxler:

Atkins, as a part of our contract for completing the analysis of the Quail Trail Pump Station Upgrades (Re-Bid) Project, was required to provide the Town of Quartzsite a recommendation of award of contract. Attached herein is documentation of the review process that we undertook, the references contacted, the data reviewed and a final recommendation. In doing this recommendation, we were performing this review under the guidance provided in the contract documents.

#### **REVIEW OF BIDDERS INFORMATION**

Bids were opened on March 14, 2014 at the Quartzsite Town Clerk's Office. One (1) Contractor submitted a bid. With the confirmation from the Town that they would like to only proceed with the Base Bid, Additive Alternate 1 and Deductive Alternate 1. This Bid was considered for the apparent low bidder review. The detailed bid tabulation is included in Attachment A.

Weber Water Resources, LLC	\$313,974.00
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We began a review of the documents submitted for the apparent low bidder:

Weber Water Resources, LLC  
16825 S. Weber Drive  
Chandler, AZ 85226  
Phone (480) 961-1141  
Fax (480) 961-0290

Their Director is Fred Tregaskes. They have been a limited liability company since 1999 in the State of Arizona with license number 146267. They are appropriately licensed for the work required in this contract in that they hold a "KA – Dual Engineering" license.

Weber Water Resources, LLC math and bid tabulation was found to be with errors within their totals. Weber Water Resources, LLC in error added the Deductive Alternate rather than subtracting it. Weber Water Resources, LLC was notified of these errors and that the Unit Prices take precedence over the totals. Weber Water Resources LLC responded to confirm that they would like to proceed with the adjusted amount. The most recent financial statements and insurance certificates were provided upon request and found them to have adequate financial status for this project. Weber Water Resources, LLC bid documents will be kept on file.

Atkins was able to contact two of the three references that were provided by Weber Water Resources, LLC. Using the bid review form previously mentioned, two reference reviews were performed. The references from both individuals were very favorable and neutral.

The first reference spoke highly of their performance in an area with well and pump expertise. Weber Water Resources, LLC is their “Go-To” Contractor for well and pump rehab and installations. Reference added that Weber Water Resources, LLC was called out on a holiday weekend on an emergency call and Weber Water Resources, LLC responded immediately and fixed the problem. It was also stated that projects were completed substantially early with only few change orders, which was stated were requested by the Owner.

The second reference spoke highly specifically about the supervisor of the project. The scope of this project was pump and motor installation, electrical gear and SCADA system. The specific project is currently 99% completed and a little behind schedule but not due to Contractor changes, rather, field changes at the Owner’s request.

According to the bid, Weber Water Resources, LLC intends to perform 80% percent of work themselves with Alliance performing the other 20% for the electrical and instrumentation service work.

Weber Water Resources, LLC.’s insurance and bonding companies meet the Town’s requirements for BEST rating, with no recorded complaints, also meeting the minimum coverage requirements.

## **RECOMMENDATION**

Based on a review of the bid information received in the proposal and additional information by Weber Water Resources, LLC, we believe that Weber Water Resources, LLC is a responsible and responsive bidder to construct the Base Bid, Additive Alternate 1 and Deductive Alternate 1 portions of this Project.

It has been Atkins’, and my pleasure, to assist the Town in completing the design of this project.

If there are any questions on this recommendation, please do not hesitate to call me at 928-855-4505.

Sincerely,

**Atkins**

A handwritten signature in black ink that reads "Kevin Murphy PE". The signature is written in a cursive style.

Kevin Murphy, PE  
Project Manager

Cc: File  
Ck:jw

TOWN OF QUARTZSITE  
 BID TABULATION  
 Quartzsite Quail Trail Pump Station -REBID

4/2/2014

Item No.	Quartzsite Quail Trail Pump Station Description	Bid Quantity	Unit	Weber Water Resources, LLC		
				Written Unit Price	Written Total	check
<b>Schedule A - Base Bid</b>						
1	Mobilization, General Requirements	1	LS	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00
2	Demolition	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3	Well Rehabilitation					
3.A	Mobilization/Demobilization(Brushing/Bailing)	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3.B	Screen Brushing	11	HR	\$ 275.00	\$ 3,025.00	\$ 3,025.00
3.C	Bailing	6	HR	\$ 275.00	\$ 1,650.00	\$ 1,650.00
3.D	Mobilization/Demobilization(Chemical App)	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3.E	Chemical Application					
3.E.i	Chemical	108	Bucket	\$ 200.00	\$ 21,600.00	\$ 21,600.00
3.E.ii	Application	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3.E.iii	Contact Time	24	HR	\$ 275.00	\$ 6,600.00	\$ 6,600.00
3.E.iv	Bailing	6	HR	\$ 275.00	\$ 1,650.00	\$ 1,650.00
3.F	Aquifer Testing					
3.F.i	Furnish, install and remove test pumping, monitoring and ancillary equipment	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
3.F.ii	Pumping Test	36	HR	\$ 300.00	\$ 10,800.00	\$ 10,800.00
3.G	Taxes	1	LS	\$ 6,878.00	\$ 6,878.00	\$ 6,878.00
4	Vertical Turbine Well Pump	1	EA	\$ 101,864.00	\$ 101,864.00	\$ 101,864.00
	<b>TOTAL BASE BID</b>			\$ 224,067.00	\$ 224,067.00	\$ 224,067.00
<b>Schedule B - Additive Alternate 1</b>						
5	Vertical Turbine Duty Pump	2	EA	\$ 31,254.00	\$ 62,508.00	\$ 62,508.00
6	Variable Frequency Drive	2	EA	\$ 25,972.00	\$ 51,944.00	\$ 51,944.00
7	Electrical & Instrumentation	1	LS	\$ 47,845.00	\$ 47,845.00	\$ 47,845.00
	<b>TOTAL SCHEDULE B</b>				\$ 162,297.00	\$ 162,297.00
<b>Schedule C - Additive Alternate 2</b>						
8	Vertical Turbine Fire Flow Pump	1	EA	\$ 69,716.00	\$ 69,716.00	\$ 69,716.00
	<b>TOTAL SCHEDULE C</b>				\$ 69,716.00	\$ 69,716.00
<b>Schedule D - Deductive Alternate 1</b>						
9	Submersible Well Pump	1	EA	\$ 72,390.00	\$ 72,390.00	\$ 72,390.00
	<b>TOTAL SCHEDULE D</b>				\$ 72,390.00	\$ 72,390.00
<b>Base Bid With Alternate Bid Schedule Totals</b>						
				<b>BASE BID + SCHEDULE B</b>	\$ 386,364.00	\$ 386,364.00
				<b>BASE BID + SCHEDULE C</b>	\$ 293,783.00	\$ 293,783.00
				<b>BASE BID - SCHEDULE D</b>	\$ 296,457.00	\$ 151,677.00
				<b>BASE BID + SCHEDULE B + SCHEDULE C</b>	\$ 456,080.00	\$ 456,080.00
				<b>BASE BID + SCHEDULE B - SCHEDULE D</b>	\$ 458,754.00	\$ 313,974.00
				<b>BASE BID + SCHEDULE C - SCHEDULE D</b>	\$ 366,173.00	\$ 221,393.00
				<b>BASE BID + SCHEDULE B + SCHEDULE C - SCHEDULE D</b>	\$ 528,470.00	\$ 383,690.00



## TOWN OF QUARTZSITE

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### **SPECIAL COUNCIL MEETING**

Tuesday, April 22, 2014

**Agenda Item #4** Consider approval of a project proposal with Atkins Engineering for oversight, permitting and review services for the Quail Trail Well rehabilitation project.

**Summary:** The Town is proceeding with the rehabilitation of the Quail Trail Well. This project requires oversight and permitting in accordance with the Arizona Department of Water Resources and the Arizona Department of Environmental Quality, as well as technical oversight and review of compliance with contract and funding specifications.

Cost of oversight, permitting and review services for the Quail Trail Well rehabilitation project is \$29,200; and will be funded with local water revenue funds.

**Responsible Person:** Rob Troxler, Utilities Director

**Attachment:** Proposal for oversight, permitting and review services for the Quail Trail Well rehabilitation project.

**Action Requested:** **Motion to approve the project proposal with Atkins Engineering for oversight, permitting and review services for the Quail Trail Well rehabilitation project, and authorize the Town Manager to execute the agreement.**

**ATTACHMENT A**  
**SCOPE OF SERVICES**  
**TOWN OF QUARTZSITE**  
**QUAIL TRAIL WELL REHABILITATION**

**APRIL 16, 2014**

**I. SCOPE OF SERVICES**

Atkins is pleased to submit the following scope of service and fee for the oversight of the rehabilitation of the Quail Trail production well for the Town of Quartzsite, Arizona (Town). Based on the preliminary review of the Quail Trail well information, Atkins understands that there are existing holes in the well casing. It should be understood that more damage may be inflicted to the casing from the rehabilitation techniques that will be implemented. However, Atkins will attempt to monitor the casing integrity throughout the rehabilitation process to try to minimize excessive damage. Atkins will provide hydrogeologic consultation, oversight of the rehabilitation, and reporting services.

**Task 1 – Rehabilitation Oversight and Permitting**

- A. Provide contractor oversight for the rehabilitation of the Quail Trail Well (ADWR Reg. No. 55- 550647) per the technical specifications. Based on the technical specification the well rehabilitation will include:

- Brushing;
- Bailing;
- Video logging;
- Chemical application;
- Well development and;
- Aquifer testing

Atkins will be readily available to the project full time and on site part time/full time during the rehabilitation. Atkins is projecting that the rehabilitation process will continue for approximately ten (10) working days.

In addition to the oversight, Atkins can work with the Town of Quartzsite and contractor to prepare an Arizona Pollutants Discharge Elimination System Permit as required by the Arizona Department of Environmental Quality for the discharge from the well 55-550647 during redevelopment associated with this scope of work.

- B. Following the completion of this project, Atkins will analyze the data and prepare a report of the findings. This report will include, but not be limited to:

- Documentation of contractor activities and permitting;
- Results of the pre-treatment and treatment process;
- Pump development and test results including drawdown, pump rates, and specific capacity values and;

- Recommendations for monitoring, operation and maintenance of the well

## **Task 2 – Technical Oversight and Review**

- A. Review contractor submittals for pump replacement to insure compliance with specifications.
- B. Provide technical oversight for project and coordinate with Quartzsite staff to ensure compliance with construction documents. Respond to Contractor's request for information and review and advise Town on request for changes to the plans or specifications. Provide oversight during startup and testing. This will include two (2) trips to site.
- C. Review contractor progress payments and provide recommendations to Town. Provide final documentation to insure compliance with CDBG guidelines and work with Town staff to complete CDBG reimbursement forms.

## **II. ADDITIONAL ENGINEERING SERVICES**

If requested by Client, ATKINS will provide the following Additional Services, beyond the services included in Section I, Scope of Services:

- A. Attendance to additional meetings beyond those specifically identified in Section I.
- B. Geotechnical services are not included within this scope of work.
- C. Environmental services beyond those identified in Section I, including environmental reviews, analysis or studies, permit preparation and processing, attendance to public hearings, etc.
- C. Assistance with public participation and communications, including planning and participation in public outreach programs, attendance to public meetings and workshops, etc.
- D. Planning, analysis or design of additional or alternative facilities.
- E. Construction phase services including such services as shop drawing review, office and field engineering support, field observation, construction contract administration, change order review and processing, preparation of Record Drawings, etc.
- F. Any additional project related services not specifically included in Section I, Scope of Services.
- G. Any additional construction field inspection and/or testing services not specifically included in Section I, Scope of Services.
- H. Permitting services are not included within this scope if work.

- I. Construction management/support services are not included within this scope of work.

### **III. CLIENT FURNISHED SERVICES**

The following services or information will be provided by Client or its consultants:

- A. Copies of all relevant reports, studies, drawings, as-built record drawings, correspondence, and other relevant project information or data.
- B. Assign one (1) person to serve as the Client's project manager who has authority to represent the Client and will serve as the point of interface for all project issues and communications.
- C. Application and processing of all required permits including complete environmental compliance.
- D. All permit fees, including ADEQ fees.

**ATTACHMENT B**  
**FEEES AND CONDITIONS**  
**TOWN OF QUARTZSITE**  
**QUAIL TRAIL WELL REHABILITATION**  
**APRIL 16, 2014**

**I. FEE SCHEDULE**

The fee for the Scope of Services to provide Engineering Services as described in Attachment A, Section I, Scope of Services, are broken down and to be billed on a lump sum per task basis as follows:

<b>SERVICE</b>	<b>FEE (\$)</b>
<b>I. Professional Services – Quail Trail Well Rehabilitation</b>	
<b>Task 1</b> Well Rehabilitation Oversight & Permitting	\$20,000
<b>Task 2</b> Technical Oversight & Review	\$9,900
<b>Total Requested Authorization</b>	<b>\$29,900</b>



## TOWN OF QUARTZSITE

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### **SPECIAL COUNCIL MEETING**

Tuesday, April 22, 2014

**Agenda Item #5** Consider approval of a project proposal with Atkins Engineering for a water supply evaluation and preliminary engineering project.

**Summary:** The Town has an allocation of Colorado River water, contingent upon development and implementation of a plan to make use of the water. The allocation had been set to expire if the water was not in use by 2012, but the Town was recently given a time extension to develop the supply. As a condition of that time extension, the Town must develop and submit to the U.S. Bureau of Reclamation a plan to acquire, transport, treat, and deliver the water to its customers. This plan is due to be submitted to the Bureau by the end of 2014. Annual progress reports are required thereafter.

In 2008, the Arizona Department of Water Resources designated the Town as having a 100-year Adequate Water Supply. Earlier this year, the Department provided notice that the term of the designation was through December 31, 2012, and thus has expired. To re-establish its status as having an adequate water supply, a study must be conducted and a formal application filed.

The work to be performed under this agreement includes:

- Preliminary engineering – Colorado River water supply development.
- Review of the quality of the existing groundwater supply and potential treatment processes to improve quality of the water delivered to the Town's customers.
- Siting study – Well No. 3.
- Application for new designation of Adequate Water Supply from ADWR

**Responsible Person:** Kevin Murphy, Town Engineer

**Attachment:**

1. Proposal for Water Supply Evaluation and Preliminary Engineering.
2. Letter from Arizona Department of Water Resources regarding the Quartzsite Colorado River Water Contract.
3. Letter from Arizona Department of Water Resources regarding the Town of Quartzsite 100-year Adequate Water Supply.

**Action Requested:** **Motion to approve the proposal from Atkins Engineering for a water supply evaluation and preliminary engineering project, and authorize the Town Manager to execute the agreement.**

**ATTACHMENT A**  
**SCOPE OF SERVICES**  
**TOWN OF QUARTZSITE**  
**WATER SUPPLY EVALUATION AND**  
**PRELIMINARY ENGINEERING**

**APRIL 16, 2014**

**I. SCOPE OF SERVICES**

This project consists of study and regulatory assistance relating to the drinking water supply for the Town of Quartzsite, Arizona (Client). Atkins shall perform a series of evaluations and preliminary efforts for expansion and improvements of the Client's water supplies, in conjunction with renewal of the Client's Designation of Adequate Water Supply from the Arizona Department of Water Resources (ADWR), and retention of the Client's allocation of Colorado River water from the U.S. Bureau of Reclamation (USBR).

Work to be performed consists of four (4) Tasks:

1. Preliminary engineering – Colorado River water supply development
2. Review of the quality of the existing groundwater supply and potential treatment processes to improve quality of the water delivered to the Client's customers
3. Siting study - Well No. 3
4. Application for new Designation of Adequate Water Supply from ADWR

**Task 1: Preliminary Engineering – Colorado River Water Utilization Plan**

The Client has been allocated 1,070 acre feet per annum (AFA) of Colorado River water by USBR, contingent upon development and implementation of a plan to make use of the water. The allocation had been set to expire if the water was not in use by year 2012, but the Client was recently given a time extension of an additional 15 years to develop the supply. As a condition of that time extension, the Client must develop and submit to USBR a plan to acquire, transport, treat, and deliver the water to its customers. This plan is due to be submitted to USBR by year-end 2014. Annual progress reports are required thereafter.

In the Client's Water Master Plan dated July 2012, Atkins identified three general alternative alignments for pipelines to convey the water to the Town. These and possibly other alternative approaches will be developed in further detail with a comparison and recommendation of the preferred plan for adoption by the Client as its course of action for use of the Colorado River water as required by USBR.

- 1.1 Review existing information and previous studies and plans available from the Client or other entities relevant to the work of this project.
- 1.2 Consult with USBR to obtain their input, identify their expectations, collect information, and keep them apprised of the progress of the work.

- 1.3 Develop preliminary criteria for screening and evaluating potential alternatives for delivery of the water to Quartzsite area.
- 1.4 Consult with the Central Arizona Water Conservation District (CAWCD) regarding opportunities to use the Central Arizona Project (CAP) system for water delivery to the Quartzsite area.
- 1.5 Explore cooperative approaches by consulting with other water providing entities in the area to determine if there are opportunities for economies from shared approaches to water delivery.
- 1.6 Based on the information presented in the master plan and the preliminary investigations during this study, define alternatives for water intake and conveyance to Quartzsite.
- 1.7 Evaluate alternatives for treating the Colorado River water to make it suitable for potable water distribution, including the potential for riverbank filtration to avoid the need for a surface water treatment plant.
- 1.8 Develop overall alternatives for water acquisition, transportation, and treatment if necessary to provide a Colorado River water supply for the Client. Evaluate the alternatives with respect to construction cost, operations & maintenance cost, and other criteria identified during the project.
- 1.9 Based on comparison of the alternatives, select a preferred alternative for the Town to pursue in developing its Colorado River water allocation. Meet with the Client to review the alternatives and obtain Client input in the comparison and selection process.
- 1.10 Perform a preliminary review of possible funding sources for the preferred plan.
- 1.11 Prepare the Colorado River Water Utilization Plan for Quartzsite. Submit a draft of the plan to the Client for initial review, and revise the report accordingly based on Client comments. Submit the plan to USBR for review. Meet with USBR to obtain their review comments and revise the plan as needed to gain final USBR approval.

## **Task 2: Review of groundwater quality and potential treatment processes**

- 2.1 Review water quality data for existing groundwater supplies, and the likely quality of potential groundwater supplies. Identify constituents that are of concern for the following possible reasons:
  - Exceed U.S. EPA primary maximum contaminant levels required as the standard for potable drinking water.
  - Exceed U.S. EPA advisory (not mandatory) secondary maximum contaminant levels (SMCLs) for drinking water.
  - Pose other issues with respect to the palatability and/or usability of the water.

- 2.2 Identify potential treatment processes to mitigate the constituents causing concern. Determine basic process sizing criteria, residual solids disposal requirements, and order of magnitude costs for the potential treatment processes.
- 2.3 Provide recommendations for the type of treatment process(es) that would be beneficial for the Client's water supply.

### **Task 3: Siting Evaluation - Water Production Facility (WPF) No. 3**

The Master Plan prepared in 2012 identified the need for a third water production facility for the Client. Based on previous discussions with ADWR, it is likely that the need for a third WPF will also be raised by ADWR in the course of the adequate water supply designation (Task 4).

- 3.1 Identify (through the services of a subconsultant) locations where groundwater quality, quantity and availability would be sufficient to serve as a third source of supply to the Client. This will entail review of existing data, records, and reports. This task does not involve any exploratory drilling, etc. That work would be performed under a separate, subsequent contract.
- 3.2 Determine infrastructure needs, storage, and pumping equipment requirements for a third groundwater well supply for the Client. This could include a storage tank, booster pump station, and treatment facilities.
- 3.3 Identify potential sites where the WPF could be constructed; these could be land parcels currently owned by the Client or other locations as well.
- 3.4 Prepare a preliminary opinion of cost for design and construction of the new water production facility. Perform a preliminary review of potential funding sources for this project.
- 3.5 Summarize the results of this Task in a technical memorandum that would be appended to the new application for Designation of Adequate Water Supply being prepared under Task 4.

### **Task 4: Application for New Designation of Adequate Water Supply**

The Client wishes to re-obtain a Designation of Adequate Water Supply from ADWR. It is necessary to submit an Application to ADWR and comply with other requirements to obtain the designation. Tasks include:

- 4.1 Hold a Pre-application Meeting with ADWR to discuss their expectations and requirements for the application.
- 4.2 Hydrogeologic Study Update. Through the services of a subconsultant, update the hydrogeologic study that was prepared for the Client's previous designation and append the results to the application.

- 4.3 The application shall include documentation of potential additional water supplies that can be developed to meet increases in water demand, along with a schedule for acquisition of the supplies and implementation of system improvements needed to produce, treat, and deliver the water. This task does not include an update of Client's computerized water system model prepared in the course of the Master Plan.
- 4.4 Prepare a draft of the application and provide it to the Client for review. Address any review comments to prepare a final application package. Submit the application to ADWR for review. Meet with ADWR to review the application and address questions. Revise the application if needed to address ADWR review comments, and resubmit a finalized application to ADWR.
- 4.5 Prepare a bound report compiling the results of each of tasks performed on this project into a single document and deliver it to the Client.

**ATTACHMENT B**  
**FEES AND CONDITIONS**  
**TOWN OF QUARTZSITE**  
**WATER SUPPLY EVALUATION AND**  
**PRELIMINARY ENGINEERING**  
**APRIL 16, 2014**

**I. FEE SCHEDULE**

The fee for the Scope of Services to provide Engineering Services as described in Attachment A, Section I, Scope of Services, are broken down and to be billed on a lump sum per task basis as follows:

<b>SERVICE</b>	<b>FEE (\$)</b>
<b>I. Professional Services – Water Supply Evaluation and Preliminary Engineering</b>	
<b>Task 1</b> Preliminary Engineering – Colorado River Water Utilization Plan	\$48,140
<b>Task 2</b> Review of groundwater quality and potential treatment process	\$9,860
<b>Task 3</b> Siting Evaluation – Water Production Facility (WPF) No. 3	\$8,080
<b>Task 4</b> Application for New Designation of Adequate Water Supply	\$12,540
<b>Total Requested Authorization</b>	<b>\$78,620</b>

JANICE K. BREWER  
Governor



SANDY FABRITZ-WHITNEY  
Director

**ARIZONA DEPARTMENT of WATER RESOURCES**  
3550 North Central Avenue, Second Floor  
Phoenix, Arizona 85012-2105  
602.771.8500  
[azwater.gov](http://azwater.gov)

Sent via email and US mail

December 30, 2013

Ms. Laura Bruno  
lbruno@ci.quartzsite.az.us  
Town Manager  
Town of Quartzsite  
P.O. Box 2812  
Quartzsite, AZ 85346

Re: Quartzsite Colorado River Water Contract No. 7-07-30-W0353, Dated January 28, 1999  
(Contract)

Dear Ms. Bruno:

By letter to the U.S. Bureau of Reclamation (Reclamation) dated January 21, 2013, the Town of Quartzsite (Quartzsite) requested an extension of the Contract provision described in Section 5.1 of the Contract. Section 5.1 of the Contract provides the following:

...the United States reserves the right to terminate this Contract by written notice of termination to Quartzsite if Quartzsite does not, within fifteen (15) years from the date set forth in Section 1 [January 28, 1999], complete its water delivery system and order, divert, transport, and beneficially use Mainstream Water within the Quartzsite Contract Service Area as shown in Exhibit A.

In April 2013, Reclamation consulted the Arizona Department of Water Resources (Department) on this matter. At the Department's request, Quartzsite then provided a report to the Department dated September 20, 2013, prepared by Atkins North America, Inc., which included a summary of Quartzsite's groundwater supply and status of Quartzsite's efforts to evaluate options for use of its Colorado River water entitlement (we note that the report states that the Colorado River entitlement under the Contract is 1,074 acre-feet per year; however, the actual entitlement under the Contract is 1,070 acre-feet per year). The report in the Summary states that Quartzsite "must be granted additional time required to complete the feasibility/evaluation of options for diversion and delivery of the Town's Colorado River entitlement and then to eventually complete a diversion and delivery system."

December 30, 2013  
Laura Bruno  
Town of Quartzsite  
Page 2

Pursuant to A.R.S. § 45-107(D), entities who are seeking contracts or changes to contracts must obtain the advice of the director. The Department has reviewed the Contract and has determined that the Contract does not automatically expire upon a particular date. The Contract is for permanent service, notwithstanding the reserved right of Reclamation to terminate the Contract by written notice if Quartzsite does not, within 15 years from the date of execution, complete its water delivery system and order, divert, transport, and beneficially use Mainstream Water within its Contract service area as described in Exhibit A of the Contract.

The Department recommended Quartzsite's original allocation of 1,070 acre-feet per year by letter dated February 28, 1990. The Department will recommend to Reclamation an extension of the term specified in paragraph 5.1 of the Contract to 30 years from January 28, 1999 to January 28, 2029, under the following conditions:

1. Quartzsite shall prepare and submit a 15-year implementation plan to the Department and Reclamation no later than December 31, 2014. The plan shall describe the steps that will be taken to develop and put to use Quartzsite's Colorado River entitlement to 1,070 acre-feet per year. In addition, the plan shall include (3) 5 year milestones that will identify key deliverables earmarked for year 2019, 2024 and 2029
2. Quartzsite shall prepare and submit a written status report on or before December 31st of each year, as referenced in 5.2 of the Contract. The submittal of the 15-year implementation plan will serve as the status report requirement for December 31, 2014.

If you have questions regarding these conditions, please contact Ms. Evelyn Erlandsen, Program Planner, at (602) 771-4650.

Sincerely,



Gerry Walker  
Deputy Assistant Director  
Colorado River Management Section

cc: Steven Hvinden, Chief, Boulder Canyon Operations Office, U.S. Bureau of Reclamation  
Joseren Orsini, Contract and Repayment Specialist, U. S. Bureau of Reclamation



JANICE K. BREWER  
Governor

SANDY FABRITZ-WHITNEY  
Director

ARIZONA DEPARTMENT of WATER RESOURCES  
3550 North Central Avenue, Second Floor  
Phoenix, Arizona 85012-2105  
602.771.8500  
azwater.gov

RECEIVED

JAN 06 2014 SZ

TOWN OF QUARTZSITE

January 2, 2014

Town of Quartzsite  
PO Box 2812  
Quartzsite, AZ 85346

To Whom it May Concern:

On March 14, 2008, the Department designated the Town of Quartzsite as having a 100-year Adequate Water Supply. The term of the designation was through December 31, 2012, and thus has expired. If the Town desires to re-establish its status as having a 100-year Adequate Water Supply, an application should be filed as soon as possible. A pre-application meeting is strongly recommended before making formal application.

Arizona statute requires new subdivisions to independently demonstrate an adequate water supply, or obtain a commitment of service from a water provider designated as having a 100-year adequate water supply, before the plat can be recorded and lots sold. In the absence of a Designation of Adequate Water Supply, a subdivider must independently demonstrate an adequate water supply. The Arizona Department of Real Estate is being copied on this letter.

Please do not hesitate to contact me at: 602-771-8615 if you have questions.

Sincerely,

Andrew J. Craddock, Manager  
Recharge, Assured & Adequate Water Supply programs

AJC/rbo

Cc: Carla Randolph, Arizona Department of Real Estate  
Rose Fraze, Arizona Department of Real Estate



## TOWN OF QUARTZSITE

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### **SPECIAL COUNCIL MEETING**

Tuesday, April 22, 2014

- Agenda Item #6**                      Discussion and possible action to remove Mr. Murphy as a commissioner from the Planning & Zoning Commission.
- Summary:**                              The Mayor has requested this item be added to the Council Meeting agenda.
- Responsible Person:**              Ed Foster, Mayor
- Attachment:**                              Letter from Mayor Foster requesting this agenda item.
- Action Requested:**                      **Discussion and possible action to remove Mr. Murphy from the Planning & Zoning Commission.**



# TOWN OF QUARTZSITE

465 North Plymouth Avenue • PO Box 2812 • Quartzsite, AZ 85346  
(928) 927-4333 • Fax (928) 927-4400  
Arizona Relay Service (928) 927-3762 (TDD)  
we are an equal opportunity employer  
[www.ci.quartzsite.az.us](http://www.ci.quartzsite.az.us)

April 15, 2014

Tina Abriani  
Town Clerk

Tina,

Please add to the agenda for the next meeting:

Discussion and possible action to remove Mr. James Murphy from the Planing and Zoning Board.

Mr. Murphy has repeatedly missed meetings and needs to be removed so that someone who will do the work required can be appointed to serve.

Ed Foster

Mayor

Town of Quartzsite,AZ

**RECEIVED**

APR 15 2014

TOWN OF QUARTZSITE



## TOWN OF QUARTZSITE

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### **SPECIAL COUNCIL MEETING**

Tuesday, April 22, 2014

**Agenda Item #7** Discussion and possible direction to staff regarding an ordinance to amend the Town Code, Section 2-1-5, Stipend for Mayor and Council Members.

**Summary:** Town Code Section 2-1-5 A, Compensation, currently reads:  
Compensation of the Town Code of Quartzsite sets forth that the compensation of elected officers may be fixed from time to time by resolution of Council. It is expressly understood that said increases shall be effected at the earliest possible date.

That monthly compensation stipend for the Mayor is hereby set at \$500.00 and the monthly compensation stipend for each Council Member is hereby set at \$400.00.

It is requested that Town Code Section 2-1-5 A, Compensation read:  
Compensation of the Town Code of Quartzsite sets forth that the compensation of elected offers may be fixed from time to time by resolution of the Council.

That monthly compensation for the Mayor and Council Members is hereby set to \$0.00, as serving Quartzsite is a privilege and considered a civic duty.

**Responsible Person:** Mark Orgeron, Council Member

**Attachment:**

1. Request for agenda item from Council Member Orgeron.
2. Chapter 2, Mayor and Council, pages 1 and 2, listing Section 2-1-5, Compensation.

**Action Requested:** Motion to direct staff regarding an ordinance to amend the Town Code, Section 2-1-5, Stipend for Mayor and Council Members.

March 25, 2014

From: M. Orgeron, Sr., Councilmember

To: Town Clerk, Town of Quartzsite  
Laura Bruno, Town Manager

Subj: REQUEST FOR AGENDA ITEM

**RECEIVED**  
MAR 31 2014  
TOWN OF QUARTZSITE

It is requested that an item be placed on the April 8, 2014 regular meeting of the Common Council of Quartzsite.

I would like the agenda item to be:

- Discussion and possible action to change Town Code 2-1-5 Stipend for Mayor and Council Members.

Town Code 2-1-5 A "Compensation" currently reads:

- "Compensation of the Town Code of Quartzsite sets forth that the compensation of elected officers may be fixed from time to time by resolution of Council. It is expressly understood that said increases shall be effected at the earliest possible date.

That monthly compensation (STIPEND) for the Mayor is hereby set at \$500.00 and the monthly compensation (STIPEND) for each Council Member is hereby set at \$400.00."

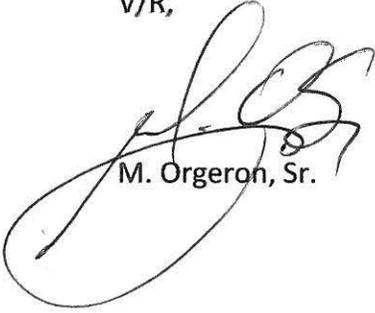
It is requested Town Code 2-1-5 A "Compensation" reads:

- "Compensation of the Town Code of Quartzsite sets forth the compensation of elected officers may be fixed from time to time by resolution of the Council.  
That monthly compensation (STIPEND) for the Mayor and Council Members is hereby set to \$0.00 as serving Quartzsite is a privilege and considered a civic duty.

This request is submitted for Council approval as recent decisions at Council meetings revolved around the financial health of the Town. Since each Council Member has a fiduciary responsibility to the citizens, I believe it is only right to change the Town Code appropriately.

If there are any problems with my request or any additional information is required, please get in touch with me as soon as possible.

V/R,



M. Orgeron, Sr.

## CHAPTER 2 MAYOR & COUNCIL

### ARTICLE 2-1 COUNCIL

2-1-1	Elected Officers
2-1-2	Corporate Powers
2-1-3	Duties of Office (Ord 09-29)
2-1-4	Vacancies in Council (Ord 08-19)
2-1-5	Compensation (Ord 89-08/09-14)(Res 96-04/99-09)(Ord 11-10)(Ord 13-06)
2-1-6	Oath of Office
2-1-7	Bond
2-1-8	Financial Disclosure Statement
2-1-9	Absence of Council Members (Ord 08-17)
2-1-10	Qualification of Council Candidates (Ord 09-15)

#### Section 2-1-1 Elected Officers

The elected officers of the town shall be seven Council Members, one of whom shall be designated as Mayor in accordance with Section 2-2-1. The Mayor and Council Members shall constitute the Council and shall continue in office until assumption of duties of office by their duly elected or appointed successors. Council Members shall serve four years overlapping terms in the manner provided by state statute.

#### Section 2-1-2 Corporate Powers

The corporate powers of the town shall be vested in the Council and shall be exercised only as directed or authorized by law. All powers of the Council shall be exercised by ordinance, resolution, order or motion.

#### Section 2-1-3 Duties of Office (Ord 09-29)

Council Members shall assume the duties of office at the regularly scheduled Council meeting next following the date of the general election at which, or effective as of the date of which, the Council Members were elected. Mayor and Council Members will abide by the Quartzsite Town Council Procedure and Legal and Ethical Standards (Quartzsite Town Council Procedure Policy) of Conduct Manual.

#### Section 2-1-4 Vacancies in Council (Ord 08-19)

- A. The Council shall fill a vacancy that may occur by either of the following:
1. Appointment for the unexpired term.
  2. Appointment until the next regularly scheduled Council election if the vacancy occurs more than thirty days before the nomination petition deadline.

- B. The member appointed shall meet the qualifications established in A.R.S. § 9-232.

**Section 2-1-5 Compensation** (Ord 89-08/09-14)(Res 96-04/99-09)(Ord 11-10)(Ord 13-06)

- A. Compensation of the Town Code of Quartzsite sets forth that the compensation of elected officers may be fixed from time to time by resolution of Council. It is expressly understood that said increases shall be effected at the earliest possible date.

That monthly compensation stipend for the Mayor is hereby set at \$500.00 and the monthly compensation stipend for each Council Member is hereby set at \$400.00.

- B. That Council's monthly stipend be pro-rated on a daily basis for the month their seat is in question by election, to be paid one-half after each regularly scheduled Council Meeting for that month.

That if the Mayor or a Council Member leaves office prior to the last day of a month or takes office after the first day of the month, their compensation shall be prorated on a daily basis and they should be paid for only those days of the month which he or she serves.

- C. That each Council Member's monthly stipend payment shall be paid in installments of one-half after each regularly scheduled council meeting. Each payment shall be dependent and conditioned upon the Council Member's attendance either in person or telephonically at each regularly scheduled council meeting, unless such absence is excused by the Common Council

**Section 2-1-6 Oath of Office**

Immediately prior to assumption of the duties of office, each Council Member shall, in public, take and subscribe to the oath of office.

**Section 2-1-7 Bond**

Prior to taking office, every Council Member shall execute and file an official bond, enforceable against the principal and his sureties, conditioned on the due and faithful performance of his official duties, payable to the state and to and for the use and benefit of the town or any person who may be injured or aggrieved by the wrongful act or default of such officer in his official capacity. A person so injured or aggrieved may bring suit on such bond under provisions identical to those contained in A.R.S. § 38-260. Bonds shall be in such sum as shall be provided by resolution, and the premium for such bonds shall be paid by the town.