

# COUNCIL MEETING AGENDA

TUESDAY, AUGUST 26, 2014

Members may attend in person or by telephone

Ed Foster, Mayor  
Michael Jewitt, Vice Mayor

Carol Kelley  
Mark Orgeron  
Monica Timberlake

Norma Crooks  
Mary Scott

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

**Regular Meeting  
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 are requested to be staged at the back of the public seating area in order not to interfere with the meeting.*

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

<b>Est. Time</b>	<b>AGENDA ITEM</b>	<b>COUNCIL ACTION</b>
7:00	<b>CALL TO ORDER OF REGULAR 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> – National Preparedness Month, September 2014.	
7:10 – 7:12		<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 37769 - 37847, totaling \$186,474.62.	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 August 12, 2014.	Discussion; possible action by MOTION; may be acted upon with single motion.
		<b>PUBLIC HEARING</b>  <i>If no requests to speak have been submitted, Items will be heard at one Public Hearing. Items may be heard separately if requested by a member of the Council or if a request to speak has been submitted. Comments will be heard from those in support of or in opposition to an item. Hearings may be held prior to the estimated time indicated on the Agenda.</i>  <i>In order to comment on a Public Hearing Item, you must fill out a public comment form, indicating the Item Number on which you wish to be heard. <b>There is a 3 minute limit for each speaker.</b></i>  <i>Once the hearing is closed, there will be no further public comment unless requested by a member of the Council. After the Public Hearing, the Council may act on all items not requiring additional staff, public or Council Member comment with a single vote.</i>	

7:12 – 7:30	3.	<b>PUBLIC HEARING</b> - Consider approval of a resolution establishing increased water fees; providing for repeal of all conflicting resolutions; and providing for severability.	Hearing; discussion; possible action by MOTION.
		<p><b>ADMINISTRATIVE ITEMS</b></p> <p><i>Administrative items are for Council discussion and action. It is at the discretion of the majority of the Council regarding public input requests on any Administrative Item. Persons wishing to speak on an Administrative Item should complete a Request to Speak Form and indicate the Item they wish to address. Council may or may not accept public comment.</i></p>	
7:30 – 7:45	4.	<b>EXECUTIVE SESSION</b> - An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Town's position regarding contemplated litigation related to the termination of the Power Purchase Agreement with SunEdison Origination 1, LLC.	
		<b>RETURN TO OPEN SESSION</b>	
		<p><b>PUBLIC HEARING</b></p> <p><i>If no requests to speak have been submitted, Items will be heard at one Public Hearing. Items may be heard separately if requested by a member of the Council or if a request to speak has been submitted. Comments will be heard from those in support of or in opposition to an item. Hearings may be held prior to the estimated time indicated on the Agenda.</i></p> <p><i>In order to comment on a Public Hearing Item, you must fill out a public comment form, indicating the Item Number on which you wish to be heard. <b>There is a 3 minute limit for each speaker.</b></i></p> <p><i>Once the hearing is closed, there will be no further public comment unless requested by a member of the Council. After the Public Hearing, the Council may act on all items not requiring additional staff, public or Council Member comment with a single vote.</i></p>	

7:45 – 7:55	5.	<b>LIQUOR LICENSE</b> - Conduct hearing and consider recommending approval of a Special Event Liquor License for the Quartzsite Rotary Club’s Rotary Day Event.	Hearing; discussion; possible action by MOTION.
7:55 – 8:05	6.	<b>LIQUOR LICENSE</b> - Conduct hearing and consider recommending approval of a Special Event Liquor License for the Quartzsite Women’s Club Third Annual Wine & Cheese Party.	Hearing; discussion; possible action by MOTION.
		<b>COMMUNICATIONS</b>	
8:05 - 8:10	7.	Announcements and Reports from the MAYOR on current events.	
8:10 - 8:20	8.	Announcements and Reports from the COUNCIL on current events.	
8:20 - 8:25	9.	Reports from the TOWN MANAGER to the Council.	
8:25 - 8:40		<b>COMMUNICATIONS FROM CITIZENS</b>  <i>At this time, members of the public may comment on matters within the jurisdiction of the Town but not on the agenda. For the official record, individuals must state their name. <b>There is a 3 minute limit for each speaker.</b> The Council’s response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.</i>	
8:40		<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.

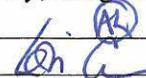
## MAGISTRATE ACTIVITY REPORT

MONTH OF JULY 2014

	Prior Month	Current Month
Civil Traffic Action Filed	28	57
Criminal Traffic Action Filed	8	3
Misdemeanor Cases Filed	8	4
Initial Appearances Handled	13	10
Trials and Pre-Trials Held	12	14
Civil Traffic Closings	51	47
Criminal Traffic Closings	6	4
Misdemeanor Cases Closed	3	11
Warrants Issued	1	14
Warrants Closed	2	15
Harassment or Orders of Protection	0	1
<b>Revenue generated by Court</b>	\$7,489.79	\$6,465.75
<b>Total Collected</b>	\$16,097.33	\$13,378.79

Amanda Lilly, Magistrate

Signature

Preparer:  Lori Cellan

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

MONTH:     JULY 2014                     

ACCOUNT #	ACCOUNT DESCRIPTION	TOTAL
01-2211	BONDS PAYABLE	
01-2212	MAGISTRATE PAYABLE	6,465.75
01-4410	MUNICIPAL FINES REVENUE	5,892.50
21-4420	LOCAL JCEF REVENUE	28.00
42-4044	COURT ENHANCEMENT	587.03
39-4027	LAW ENFORCEMENT REVENUE	165.51
01-4105	PUBLIC SAFETY RECOVERY	240.00
<b>TOTAL</b>		<b>\$13,378.79</b>

SIGNATURE                       
 Prepared by:                      *LORI CALLAN*

**TOWN OF QUARTZSITE  
COMMON COUNCIL**

**A PROCLAMATION**

**NATIONAL PREPAREDNESS MONTH  
SEPTEMBER 2014**

**WHEREAS**, National Preparedness Month is a nationwide effort recognized each September; and

**WHEREAS**, the goal of the annual National Preparedness Month is to increase public awareness about the importance of preparing for emergencies and to encourage individuals to take action; and

**WHEREAS**, no community is truly prepared for a disaster until every individual, family, and business takes personal responsibility for preparedness; and

**WHEREAS**, the U.S. Department of Homeland Security, through its Ready campaign and Citizens Corps program, works with a wide variety of organizations, including local, state, and federal government agencies and the private sector, to highlight the importance of emergency preparedness and to promote individual involvement through events and activities across the nation; and

**WHEREAS**, all Americans need to take some simple steps to prepare for emergencies, including making a family emergency plan, getting an emergency supply kit, being informed about local threats, and getting involved in preparing their communities; and

**WHEREAS**, the flooding and winds that affect both Quartzsite and La Paz County, illustrate the potential devastation to communities and highlight the importance of preplanning disaster response and sheltering operations;

**NOW, THEREFORE, the COMMON COUNCIL** of the Town of Quartzsite, Arizona, does hereby proclaim September 1<sup>st</sup> through September 30<sup>th</sup>, 2014 as **National Preparedness Month**.

Given under my hand in these free United States in the Town of Quartzsite, Arizona, on the 26<sup>th</sup> day of August, 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.

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Ed Foster, Mayor

**ATTEST:**

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Tina Abriani, Town Clerk



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, August 26, 2014

**Agenda Item #2-a.** Consider approval of check series 37769 - 37847, totaling \$186,474.62.

**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:** Skylor Miller, Town Manager

**Attachment:** Ledger of Accounts Paid: check series 37769 - 37847.

**Action Requested:** Motion to approve the Ledger of Accounts Paid; check series 37769 - 37847.

**Quartzsite Town Council Meeting of  
AUGUST 26, 2014  
Check Register/ Revenue/ Consent Agenda**

**Horizon Community Bank- Begin Check #37769 - 37847**

**Balances on all cash accounts as of August 22, 2014**

<b>Checking Account</b>	<b>\$</b>	<b>2,436,984.49</b>
<b>LGIP Account</b>	<b>\$</b>	<b>696,865.99</b>
<b>WIFA Debt Reserve Account</b>	<b>\$</b>	<b>5,214.91</b>

<b>Total Expensed Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>246,222.23</b>
<b>Total Payroll for Pay Period Ending 08/16/2014</b>	<b>\$</b>	<b>59,747.61</b>
<b>YTD Total Revenue Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>166,961.63</b>
<b>YTD Total Sewer Cap Revenue as of 08/22/14</b>	<b>\$</b>	<b>0.00</b>
<b>YTD Total Sewer Sales Revenue as of 08/22/14</b>	<b>\$</b>	<b>93,294.08</b>
<b>YTD Total Water Cap Revenue as of 08/22/14</b>	<b>\$</b>	<b>8,200.00</b>
<b>YTD Total Water Sales Revenue as of 08/22/14</b>	<b>\$</b>	<b>65,467.55</b>

## Report Criteria:

Report type: GL detail

Check.Check Number = 37769-37847

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37769</b>						
08/14/14	37769	Ace Glass Tinting of Havas	138.89	Window Tint - Entrance	01-130-5035	138.89
08/14/14	37769	Ace Glass Tinting of Havas	138.89	Window Tint - Entrance	01-140-5035	138.89
08/14/14	37769	Ace Glass Tinting of Havas	138.89	Window Tint - Entrance	01-150-5035	138.89
08/14/14	37769	Ace Glass Tinting of Havas	138.89	Window Tint - Entrance	01-160-5035	138.89
08/14/14	37769	Ace Glass Tinting of Havas	138.89	Window Tint - Entrance	01-170-5035	138.89
08/14/14	37769	Ace Glass Tinting of Havas	138.89	Window Tint - Entrance	01-180-5035	138.89
08/14/14	37769	Ace Glass Tinting of Havas	138.89	Window Tint - Entrance	03-220-5035	138.89
08/14/14	37769	Ace Glass Tinting of Havas	138.89	Window Tint - Entrance	15-500-5035	138.89
08/14/14	37769	Ace Glass Tinting of Havas	138.88	Window Tint - Entrance	16-550-5035	138.88
Total 37769:			1,250.00			
<b>37770</b>						
08/14/14	37770	APS	2,494.42	Electric Service	03-220-5049	2,494.42
Total 37770:			2,494.42			
<b>37771</b>						
08/14/14	37771	C&D Disposal	103.90	4Yd Commercial Bin Fee (Parks)	01-180-5035	103.90
Total 37771:			103.90			
<b>37772</b>						
08/14/14	37772	Carol Kelley	62.00	Per Diem: 2014 League Conf	01-110-5043	62.00
Total 37772:			62.00			
<b>37773</b>						
08/14/14	37773	Centerline Supply West	284.29	Adopt-a-Street Sign	03-220-5029	284.29
Total 37773:			284.29			
<b>37774</b>						
08/14/14	37774	Chevron Usa	69.98	Fuel - Police	01-140-5024	69.98
08/14/14	37774	Chevron Usa	46.88	Fuel - Transit	01-230-5024	46.88
08/14/14	37774	Chevron Usa	217.34	Fuel - Administration	01-130-5024	217.34
08/14/14	37774	Chevron Usa	167.14	Fuel - Planning & Zoning	01-160-5024	167.14
Total 37774:			501.34			
<b>37775</b>						
08/14/14	37775	ClassicPlan Premium Fina	1,017.78	Liability Insurance	01-185-5046	1,017.78
08/14/14	37775	ClassicPlan Premium Fina	2,035.55	Liability Insurance	01-130-5046	2,035.55
08/14/14	37775	ClassicPlan Premium Fina	4,834.41	Liability Insurance	01-140-5046	4,834.41
08/14/14	37775	ClassicPlan Premium Fina	763.33	Liability Insurance	01-150-5046	763.33
08/14/14	37775	ClassicPlan Premium Fina	763.33	Liability Insurance	01-170-5046	763.33
08/14/14	37775	ClassicPlan Premium Fina	9,414.39	Liability Insurance	03-220-5046	9,414.39
08/14/14	37775	ClassicPlan Premium Fina	1,272.22	Liability Insurance	01-230-5046	1,272.22
08/14/14	37775	ClassicPlan Premium Fina	3,053.31	Liability Insurance	15-500-5046	3,053.31
08/14/14	37775	ClassicPlan Premium Fina	2,289.99	Liability Insurance	16-550-5046	2,289.99

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 37775:			25,444.31			
<b>37776</b>						
08/14/14	37776	Colorado River Sand & Ro	218.20	Plaster Sand to filter sludge	15-500-5061	218.20
Total 37776:			218.20			
<b>37777</b>						
08/14/14	37777	Compass Marketing Group	400.50	Full Pg Merchant Ad -AZ State RV Guide	01-145-5044	400.50
Total 37777:			400.50			
<b>37778</b>						
08/14/14	37778	Crooks, Norma	62.00	Per Diem: 2014 League Conf	01-110-5043	62.00
Total 37778:			62.00			
<b>37779</b>						
08/14/14	37779	D And L Auto Parts	99.49	Auto parts/supplies/tools	03-220-5025	99.49
08/14/14	37779	D And L Auto Parts	1.54	Auto parts/supplies/tools	01-130-5025	1.54
08/14/14	37779	D And L Auto Parts	187.52	Auto parts/supplies/tools	01-140-5025	187.52
08/14/14	37779	D And L Auto Parts	4.53	Auto parts/supplies/tools	01-160-5025	4.53
08/14/14	37779	D And L Auto Parts	86.64	Auto parts/supplies/tools	15-500-5025	86.64
08/14/14	37779	D And L Auto Parts	19.80	Auto parts/supplies/tools	15-500-5024	19.80
Total 37779:			399.52			
<b>37780</b>						
08/14/14	37780	DCFS USA, LLC	385.58	Capital Lease Interest-Water Truck	03-220-5057	385.58
08/14/14	37780	DCFS USA, LLC	10,111.42	Capital Lease Principal-Water Truck	03-220-5058	10,111.42
Total 37780:			10,497.00			
<b>37781</b>						
08/14/14	37781	Dennis Patterson	25.00	Pest Control 8/7/14	15-500-5035	25.00
08/14/14	37781	Dennis Patterson	37.00	Pest Control 8/7/14	01-130-5035	37.00
08/14/14	37781	Dennis Patterson	33.00	Pest Control 8/7/14	03-220-5035	33.00
08/14/14	37781	Dennis Patterson	30.00	Pest Control 8/7/14	01-140-5035	30.00
08/14/14	37781	Dennis Patterson	60.00	Pest Control 8/7/14	01-185-5035	60.00
Total 37781:			185.00			
<b>37782</b>						
08/14/14	37782	Foster, Edward	62.00	Per Diem: 2014 League Conf	01-110-5043	62.00
Total 37782:			62.00			
<b>37783</b>						
08/14/14	37783	Gifts International Inc	99.80	5 lbs bags Rock Candy-League of Towns	01-110-5044	99.80
Total 37783:			99.80			
<b>37784</b>						
08/14/14	37784	Glenn Johnson Cooling	4,370.00	Install new A/C Unit - Police Dept	01-140-5035	4,370.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 37784:			4,370.00			
<b>37785</b>						
08/14/14	37785	Growers Oil Company	27.50	Cleaner - PW	03-220-5025	27.50
Total 37785:			27.50			
<b>37786</b>						
08/14/14	37786	Jack Pots Portables, Inc.	190.53	Porta Potties for Parks Dept	01-180-5035	190.53
Total 37786:			190.53			
<b>37787</b>						
08/14/14	37787	Jewitt, Michael	62.00	Per Diem: 2014 League Conf	01-110-5043	62.00
Total 37787:			62.00			
<b>37788</b>						
08/14/14	37788	Kansas State Bank	151.84	Konica Minolta Bizhub C654 Copier	01-130-5058	151.84
08/14/14	37788	Kansas State Bank	52.34	Konica Minolta Bizhub C654 Copier	01-130-5057	52.34
Total 37788:			204.18			
<b>37789</b>						
08/14/14	37789	Kent & Ryan PLC	435.00	Indigent Defense Attny Services	01-150-5074	435.00
Total 37789:			435.00			
<b>37790</b>						
08/14/14	37790	Maggie Fega	519.12	Polygraph Exam: QPD Witness	01-140-5035	519.12
Total 37790:			519.12			
<b>37791</b>						
08/14/14	37791	Parker Motor Co.	50.65	Switch & Wire ASY- PD #1421	01-140-5025	50.65
08/14/14	37791	Parker Motor Co.	133.19	Visor Asy Sun - #1425	01-140-5025	133.19
Total 37791:			183.84			
<b>37792</b>						
08/14/14	37792	Police Officer's Cancer Ins	350.00	Cancer Insurance - Police	01-140-5016	350.00
Total 37792:			350.00			
<b>37793</b>						
08/14/14	37793	River City Newspapers	80.82	2nd wk ad-Magistrate Court Clerk	01-150-5035	80.82
Total 37793:			80.82			
<b>37794</b>						
08/14/14	37794	Safelite Fulfillment, Inc.	210.89	Windshield Replacement #1421	01-140-5025	210.89
08/14/14	37794	Safelite Fulfillment, Inc.	210.89	Windshield Replacement #2212	03-220-5025	210.89
Total 37794:			421.78			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37795</b>						
08/14/14	37795	Skylor Miller	62.00	Per Diem: 2014 League Conf	01-130-5043	62.00
Total 37795:			62.00			
<b>37796</b>						
08/14/14	37796	The Pin Center	1,850.00	ToQ Lapel Pins-TOQ 25th Anniversary	01-110-5044	1,850.00
Total 37796:			1,850.00			
<b>37797</b>						
08/14/14	37797	Timberlake, Monica	62.00	Per Diem: 2014 League Conf	01-110-5043	62.00
Total 37797:			62.00			
<b>37798</b>						
08/14/14	37798	United Rentals, Inc.	2,082.61	Generator Rental & Return-WWTP	15-500-5091	2,082.61
08/14/14	37798	United Rentals, Inc.	963.87-	Credit - Generator Rental - WWTP	15-500-5091	963.87-
Total 37798:			1,118.74			
<b>37799</b>						
08/14/14	37799	Verisight, Inc	133.79	Employee Retirement - 457	01-130-5035	133.79
08/14/14	37799	Verisight, Inc	133.79	Employee Retirement - 457	01-140-5035	133.79
08/14/14	37799	Verisight, Inc	133.79	Employee Retirement - 457	01-150-5035	133.79
08/14/14	37799	Verisight, Inc	55.73	Employee Retirement - 401K	01-130-5035	55.73
08/14/14	37799	Verisight, Inc	55.73	Employee Retirement - 401K	01-140-5035	55.73
08/14/14	37799	Verisight, Inc	55.73	Employee Retirement - 401K	01-150-5035	55.73
08/14/14	37799	Verisight, Inc	55.73	Employee Retirement - 401K	01-170-5035	55.73
08/14/14	37799	Verisight, Inc	87.24	Employee Retirement - 401K	15-500-5035	87.24
08/14/14	37799	Verisight, Inc	87.24	Employee Retirement - 401K	16-550-5035	87.24
08/14/14	37799	Verisight, Inc	87.24	Employee Retirement - 401K	03-220-5035	87.24
Total 37799:			886.01			
<b>37800</b>						
08/14/14	37800	Western States Petroleum,	2,030.01	Fuel - QPD	01-140-5024	2,030.01
08/14/14	37800	Western States Petroleum,	1,026.78	Fuel - Transit	01-230-5024	1,026.78
08/14/14	37800	Western States Petroleum,	37.41	Fuel - Transit	01-130-5024	37.41
08/14/14	37800	Western States Petroleum,	99.08	Fuel - Comm Dev	01-160-5024	99.08
08/14/14	37800	Western States Petroleum,	454.50	Fuel - WWTP Dept	15-500-5024	454.50
08/14/14	37800	Western States Petroleum,	1,198.61	Fuel - Water	16-550-5024	1,198.61
08/14/14	37800	Western States Petroleum,	1,257.50	Fuel - HURF	03-220-5024	1,257.50
08/14/14	37800	Western States Petroleum,	752.42	Fuel - Parks Dept	01-180-5024	752.42
08/14/14	37800	Western States Petroleum,	72.06	Fuel - Rec	01-185-5024	72.06
Total 37800:			6,928.37			
<b>37801</b>						
08/14/14	37801	Visa	63.26	TOQ shirts: O. Cruz-Water Dept	16-550-5019	63.26
08/14/14	37801	Visa	165.99	Lexington Hotel: AMCA Conf.-T. Abriani	01-130-5043	165.99
08/14/14	37801	Visa	44.82	1 Bx WJ Looseleaf Ledger Sheets	01-110-5022	44.82
08/14/14	37801	Visa	181.20	Parts for WWTP Generator	15-500-5060	181.20
08/14/14	37801	Visa	83.08	Holiday Inn: Entering Warrants Trng-T. Rider	01-140-5043	83.08
08/14/14	37801	Visa	75.00	FY 14-15 AMCA Membership-T. Abriani	01-130-5051	75.00
08/14/14	37801	Visa	440.56	3 Corporate Minute Binders	01-110-5022	440.56

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
08/14/14	37801	Visa	164.91	3 AZ flags, 3 U.S. Flags, 3 POW flags	01-180-5022	164.91
08/14/14	37801	Visa	143.94	1 AZ Flag, 3 U.S. Flags, 3 POW flags	01-180-5022	143.94
08/14/14	37801	Visa	114.89	Green Foil Seals	01-130-5021	114.89
08/14/14	37801	Visa	46.96	Gold Foil Seals	01-130-5021	46.96
08/14/14	37801	Visa	95.00	Registration Tri-State Conf 9/22-9/25 -H.Bryant	16-550-5043	95.00
08/14/14	37801	Visa	95.00	Registration Tri-State Conf 9/22-9/25 -O.Cruz	16-550-5043	95.00
08/14/14	37801	Visa	78.40	Lodging-Tri-state Conf 9/22-9/25-H.Bryant	16-550-5043	78.40
08/14/14	37801	Visa	78.40	Reserve Hotel-Tri-state Conf-O.Cruzv	16-550-5043	78.40
08/14/14	37801	Visa	410.00	Buried Body Recovery Seminar- R. Villafana	01-140-5043	410.00
08/14/14	37801	Visa	410.00	Buried Body Recovery Seminary - C. Conley	01-140-5043	410.00
08/14/14	37801	Visa	119.40	Hostgator:Annual fee-Website & Domain for Town of QTZ	01-130-5035	119.40
08/14/14	37801	Visa	212.50	Caselle Conf. Registration: R. Bennett	15-500-5043	212.50
08/14/14	37801	Visa	212.50	Caselle Conf. Registration: R. Bennett	16-550-5043	212.50
08/14/14	37801	Visa	425.00	Caselle Conf. Registration: M.Hunt	01-130-5043	425.00
08/14/14	37801	Visa	425.00	Caselle Conf. Registration: K. Tunnell	01-130-5043	425.00
08/14/14	37801	Visa	147.75	Ritz-Carlton:AMCA Summer Conf.-S.Miller	01-130-5043	147.75
08/14/14	37801	Visa	99.00	"SHADE" Conf Registration - D. Anderson	01-180-5043	99.00
08/14/14	37801	Visa	99.00	"SHADE" Conf Registration - T. Thomas	01-180-5043	99.00
08/14/14	37801	Visa	1,024.66	HP Black EliteDesk PC	01-140-5022	1,024.66
08/14/14	37801	Visa	732.16	HP ProDesk 400 PC	01-140-5022	732.16
08/14/14	37801	Visa	24.19	AC Power/Adaptor for Dell	01-140-5022	24.19
08/14/14	37801	Visa	106.24	2 Dell Wireless keyboard & Mouse	01-140-5022	106.24
08/14/14	37801	Visa	432.39	Dell 22 Dual Monitor Budle - Police	01-140-5022	432.39
08/14/14	37801	Visa	168.00	Exam: Residential Bldg Inspector-T.Hoogerwerf	01-160-5043	168.00
08/14/14	37801	Visa	367.12	Sheraton Hotel:League Conf - N. Crooks	01-110-5043	367.12
08/14/14	37801	Visa	367.12	Sheraton Hotel:League Conf - M. Jewitt	01-110-5043	367.12
08/14/14	37801	Visa	367.12	Sheraton Hotel:League Conf - M. Orgeron	01-110-5043	367.12
08/14/14	37801	Visa	367.12	Sheraton Hotel:League Conf - C.Kelley	01-110-5043	367.12
08/14/14	37801	Visa	367.12	Sheraton Hotel:League Conf - M. Timberlake	01-110-5043	367.12
08/14/14	37801	Visa	367.12	Sheraton Hotel:League Conf - S. Miller	01-110-5043	367.12
08/14/14	37801	Visa	367.12	Sheraton Hotel:League Conf - E. Foster	01-110-5043	367.12
Total 37801:			9,489.04			
<b>37816</b>						
08/21/14	37816	ABM	1,945.47	Consultant Svcs - Community Development	01-160-5032	1,945.47
Total 37816:			1,945.47			
<b>37817</b>						
08/21/14	37817	American Custom Tire, Inc	170.00	Dismount/Mount Tires on Grader	03-220-5035	170.00
Total 37817:			170.00			
<b>37818</b>						
08/21/14	37818	APS	30.26	Electric Service	03-220-5049	30.26
08/21/14	37818	APS	1,031.03	Electric Service	01-185-5048	1,031.03
Total 37818:			1,061.29			
<b>37819</b>						
08/21/14	37819	Beverly Cunningham	18.22	2013 - BCBS Medical Rebate	01-130-5016	18.22
08/21/14	37819	Beverly Cunningham	9.11	2013 - BCBS Medical Rebate	03-220-5016	9.11
08/21/14	37819	Beverly Cunningham	9.11	2013 - BCBS Medical Rebate	15-500-5016	9.11
08/21/14	37819	Beverly Cunningham	9.11	2013 - BCBS Medical Rebate	16-550-5016	9.11

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 37819:			45.55			
<b>37820</b>						
08/21/14	37820	Connected Computer & Re	42.50	Computer Tech Services	01-130-5035	42.50
08/21/14	37820	Connected Computer & Re	255.00	Computer Tech Services	01-140-5035	255.00
08/21/14	37820	Connected Computer & Re	42.50	Computer Tech Services	01-170-5035	42.50
Total 37820:			340.00			
<b>37821</b>						
08/21/14	37821	Emmett, Brinkerhoff	54.00	Per Diem: LTAP Trng-Prescott AZ	03-220-5043	54.00
Total 37821:			54.00			
<b>37822</b>						
08/21/14	37822	Employers Direct Health	6.18	Aggregate Employee Insurance	01-110-5016	6.18
08/21/14	37822	Employers Direct Health	16.63	Aggregate Employee Insurance	01-130-5016	16.63
08/21/14	37822	Employers Direct Health	87.97	Aggregate Employee Insurance	01-140-5016	87.97
08/21/14	37822	Employers Direct Health	30.91	Aggregate Employee Insurance	01-150-5016	30.91
08/21/14	37822	Employers Direct Health	11.89	Aggregate Employee Insurance	01-160-5016	11.89
08/21/14	37822	Employers Direct Health	21.40	Aggregate Employee Insurance	01-170-5016	21.40
08/21/14	37822	Employers Direct Health	11.41	Aggregate Employee Insurance	01-180-5016	11.41
08/21/14	37822	Employers Direct Health	9.51	Aggregate Employee Insurance	01-185-5016	9.51
08/21/14	37822	Employers Direct Health	55.64	Aggregate Employee Insurance	03-220-5016	55.64
08/21/14	37822	Employers Direct Health	4.76	Aggregate Employee Insurance	01-230-5016	4.76
08/21/14	37822	Employers Direct Health	6.18	Aggregate Employee Insurance	01-181-5016	6.18
08/21/14	37822	Employers Direct Health	16.18	Aggregate Employee Insurance	15-500-5016	16.18
08/21/14	37822	Employers Direct Health	25.66	Aggregate Employee Insurance	16-550-5016	25.66
Total 37822:			304.32			
<b>37823</b>						
08/21/14	37823	Herbs Hardware, Inc.	102.58	Hardware Supply	03-220-5022	102.58
08/21/14	37823	Herbs Hardware, Inc.	414.29	Hardware Supply	01-180-5022	414.29
08/21/14	37823	Herbs Hardware, Inc.	479.82	Hardware Supply	15-500-5022	479.82
08/21/14	37823	Herbs Hardware, Inc.	57.95	Hardware Supply	16-550-5022	57.95
Total 37823:			1,054.64			
<b>37824</b>						
08/21/14	37824	Inland Builders Supply, Inc.	258.07	Water Pump for Parks Dept	01-180-5022	258.07
08/21/14	37824	Inland Builders Supply, Inc.	239.58	Fencing for island near Townhall	01-180-5061	239.58
08/21/14	37824	Inland Builders Supply, Inc.	217.83	Small Tools for Parks	01-180-5060	217.83
08/21/14	37824	Inland Builders Supply, Inc.	118.98	Maintenance Supplies for Parks	01-180-5086	118.98
Total 37824:			834.46			
<b>37825</b>						
08/21/14	37825	La Paz County Landfill	203.25	SW-Sludge-WWTP-Municipal	15-500-5050	203.25
Total 37825:			203.25			
<b>37826</b>						
08/21/14	37826	Law Office Of Fred H. Welc	981.25	Indigent Defense Attorney Fees	01-150-5074	981.25

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 37826:			981.25			
<b>37827</b>						
08/21/14	37827	Legend Technical Services	72.00	Nitrogen 2	15-500-5039	72.00
08/21/14	37827	Legend Technical Services	58.50	Nitrogen 3	15-500-5039	58.50
Total 37827:			130.50			
<b>37828</b>						
08/21/14	37828	Media Distributors	106.25	100 DVDs/Envelopes for Evidence	01-140-5022	106.25
Total 37828:			106.25			
<b>37829</b>						
08/21/14	37829	Petty Cash	10.56	Supplies QPD	01-140-5030	10.56
08/21/14	37829	Petty Cash	52.75	Paint Supplies for Parks	01-180-5022	52.75
08/21/14	37829	Petty Cash	37.25	Water & Candies for Council	01-110-5022	37.25
08/21/14	37829	Petty Cash	32.99	Supplies for Admin	01-130-5022	32.99
08/21/14	37829	Petty Cash	35.23	Supplies for Magistrate	01-150-5022	35.23
08/21/14	37829	Petty Cash	54.00	Pizza for Summer Program	01-185-5023	54.00
08/21/14	37829	Petty Cash	9.49	Water & Snacks for Mtg	01-230-5022	9.49
08/21/14	37829	Petty Cash	20.65	Supplies forPW	03-220-5022	20.65
08/21/14	37829	Petty Cash	7.34	Supplies for Admin	01-130-5022	7.34
08/21/14	37829	Petty Cash	7.34	Supplies for WW	15-500-5022	7.34
08/21/14	37829	Petty Cash	7.34	Supplies for Water	16-550-5022	7.34
08/21/14	37829	Petty Cash	74.76	Supplies for QPD	01-140-5022	74.76
08/21/14	37829	Petty Cash	14.76	Supplies for QPD	01-140-5030	14.76
08/21/14	37829	Petty Cash	72.00	Per Diem: ACJIS Trng-T. Rider	01-140-5043	72.00
08/21/14	37829	Petty Cash	.60	Short in Petty Cash Box	01-000-4101	.60
Total 37829:			437.06			
<b>37830</b>						
08/21/14	37830	Purchase Power	71.42	Postage Refill	01-130-5042	71.42
08/21/14	37830	Purchase Power	71.43	Postage Refill	01-140-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	01-150-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	01-160-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	03-220-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	15-500-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	16-550-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	01-130-5042	71.43
08/21/14	37830	Purchase Power	71.42	Postage Refill	01-140-5042	71.42
08/21/14	37830	Purchase Power	71.43	Postage Refill	01-150-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	01-160-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	03-220-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	15-500-5042	71.43
08/21/14	37830	Purchase Power	71.43	Postage Refill	16-550-5042	71.43
Total 37830:			1,000.00			
<b>37831</b>						
08/21/14	37831	Quartzsite Cap & Embroide	33.03	6 Shirts embroidered for Water Dept	16-550-5019	33.03
Total 37831:			33.03			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>37832</b>						
08/21/14	37832	Quartzsite Yacht Club	32.00	Restitution Payment from Divine Hamill	01-000-4410	32.00
Total 37832:			32.00			
<b>37833</b>						
08/21/14	37833	REDW LLC	7,169.54	Sales Tax Audit 6/9/14-7/29/14	01-130-5032	7,169.54
Total 37833:			7,169.54			
<b>37834</b>						
08/21/14	37834	Robert Brady	45.55	2013 - BCBS Medical Rebate	01-140-5016	45.55
Total 37834:			45.55			
<b>37835</b>						
08/21/14	37835	Schultz, James	27.35	2013 - BCBS Medical Rebate	01-140-5016	27.35
Total 37835:			27.35			
<b>37836</b>						
08/21/14	37836	SimplexGrinnell	715.00	Fire Alarm and Extinguisher Test & inspection	01-130-5035	715.00
08/21/14	37836	SimplexGrinnell	715.00	Fire Alarm and Extinguisher Test & inspection	01-140-5035	715.00
08/21/14	37836	SimplexGrinnell	715.00	Fire Alarm and Extinguisher Test & inspection	03-220-5035	715.00
08/21/14	37836	SimplexGrinnell	715.00	Fire Alarm and Extinguisher Test & inspection	15-500-5035	715.00
Total 37836:			2,860.00			
<b>37837</b>						
08/21/14	37837	Steve Henrichs	45.55	2013 - BCBS Medical Rebate	01-160-5016	45.55
Total 37837:			45.55			
<b>37838</b>						
08/21/14	37838	Tamco Capital Corp.	115.80	Phone Services	01-110-5048	115.80
08/21/14	37838	Tamco Capital Corp.	592.66	Phone Services	01-130-5048	592.66
08/21/14	37838	Tamco Capital Corp.	276.20	Phone Services	01-150-5048	276.20
08/21/14	37838	Tamco Capital Corp.	223.38	Phone Services	01-160-5048	223.38
08/21/14	37838	Tamco Capital Corp.	223.38	Phone Services	01-170-5048	223.38
08/21/14	37838	Tamco Capital Corp.	170.57	Phone Services	01-185-5048	170.57
08/21/14	37838	Tamco Capital Corp.	223.38	Phone Services	03-220-5048	223.38
08/21/14	37838	Tamco Capital Corp.	170.57	Phone Services	15-500-5048	170.57
08/21/14	37838	Tamco Capital Corp.	168.63	Phone Services	16-550-5048	168.63
Total 37838:			2,164.57			
<b>37839</b>						
08/21/14	37839	TDS Telecom	584.74	Phone Services	01-130-5048	584.74
08/21/14	37839	TDS Telecom	503.04	Phone Services	01-140-5048	503.04
08/21/14	37839	TDS Telecom	98.95	Phone Services	01-150-5048	98.95
08/21/14	37839	TDS Telecom	30.52	Phone Services	01-160-5048	30.52
08/21/14	37839	TDS Telecom	287.45	Phone Services	01-170-5048	287.45
08/21/14	37839	TDS Telecom	175.83	Phone Services	03-220-5048	175.83
08/21/14	37839	TDS Telecom	217.94	Phone Services	15-500-5048	217.94
08/21/14	37839	TDS Telecom	203.77	Phone Services	16-550-5048	203.77

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 37839:			2,102.24			
<b>37840</b>						
08/21/14	37840	Tunnell, Larry	54.00	Per Diem: LTAP Trng-Prescott AZ	03-220-5043	54.00
Total 37840:			54.00			
<b>37841</b>						
08/21/14	37841	United Rotary Brush Corpo	1,347.43	Brooms for PW Sweeper	03-220-5040	1,347.43
08/21/14	37841	United Rotary Brush Corpo	601.48	Brooms for PW Sweeper	03-220-5040	601.48
Total 37841:			1,948.91			
<b>37842</b>						
08/21/14	37842	Verizon	100.00	SMS Targeting in sexual assault case	01-140-5035	100.00
Total 37842:			100.00			
<b>37843</b>						
08/21/14	37843	Walter Shipley	54.00	Per Diem: LTAP Trng-Prescott AZ	03-220-5043	54.00
Total 37843:			54.00			
<b>37844</b>						
08/21/14	37844	Western States Petroleum,	2,079.22	Unleaded Fuel - Police	01-140-5024	2,079.22
08/21/14	37844	Western States Petroleum,	747.13	Unleaded Fuel - Transit	01-230-5024	747.13
08/21/14	37844	Western States Petroleum,	42.32	Unleaded Fuel - Admin	01-130-5024	42.32
08/21/14	37844	Western States Petroleum,	616.50	Unleaded Fuel - WW	15-500-5024	616.50
08/21/14	37844	Western States Petroleum,	761.00	Unleaded Fuel - Water Dept	16-550-5024	761.00
08/21/14	37844	Western States Petroleum,	1,416.67	Unleaded Fuel - HURF	03-220-5024	1,416.67
08/21/14	37844	Western States Petroleum,	759.07	Unleaded Fuel - Park	01-180-5024	759.07
Total 37844:			6,421.91			
<b>37845</b>						
08/21/14	37845	Yuma Winnelson Co.	227.12	Orion Water Meter	16-550-5091	227.12
08/21/14	37845	Yuma Winnelson Co.	123.59	3/4 Potable water pipe	16-550-5091	123.59
Total 37845:			350.71			
<b>37846</b>						
08/22/14	37846	Tri-Sun's Engineering, Inc	14,962.13	Kuehn Water Line	16-550-5091	14,962.13
Total 37846:			14,962.13			
<b>37847</b>						
08/22/14	37847	Weber Water Resources, L	68,202.14	Quail Trail Well Project	16-550-5091	68,202.14
Total 37847:			68,202.14			
Grand Totals:			184,546.88			

Grand Totals:	<u>186,474.62</u>	<u>186,474.62-</u>	<u>.00</u>
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Report Criteria:

Report type: GL detail

Check.Check Number = 37769-37847

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## TOWN OF QUARTZSITE

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### **REGULAR COUNCIL MEETING**

Tuesday, August 26, 2014

**Agenda Item #2-b.** Consider approval of the minutes of the Regular Meeting of August 12, 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 August 12, 2014.

**Action Requested:** Motion to approve the minutes of the Regular Meeting of August 12, 2014.

**MINUTES**  
**TOWN OF QUARTZSITE**  
**REGULAR MEETING OF THE COMMON COUNCIL**  
**TUESDAY, AUGUST 12, 2014, 7:00 PM**

**CALL TO ORDER:** 7:00 p.m.

**INVOCATION:** Prayer offered by Audrey Berger.

**PLEDGE OF ALLEGIANCE:** Led by the Mayor.

**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:** Skylor Miller, Town Manager; Kelly Schwab, Town Attorney; Tina Abriani, Town Clerk

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

**CONSENT AGENDA:**

- 1-a. **LEDGER OF ACCOUNTS PAID – Consider approval of check series 37689 - 37768, totaling \$156,160.41.**
- 1-b. **MINUTES – Consider approval of the minutes of the Regular Meeting of July 22, 2014.**

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

**PUBLIC HEARING:**

2. **LIQUOR LICENSE – Conduct hearing and consider recommending approval of a Restaurant Liquor License for the business named Stagecoach located at 904 W. Main Street, Quartzsite, AZ, 85346.**

Council Member Crooks moved to conduct the public hearing and Council Member Orgeron seconded the motion.

The Mayor asked if anyone wished to comment. There was no response. The Mayor asked the Town Manager if the application was approved by the State Liquor Board.

Town Manager Miller advised the first step is for the State Liquor Board to accept the recommendation of approval from the Town Council.

**Council Member Crooks moved** to close the public hearing and **Council Member Timberlake seconded** the motion.

**Vice Mayor Jewitt moved** to approve the liquor license application for the Stagecoach Motel and **Council Member Scott seconded** the motion.

The Mayor asked for clarification of what the motion should be and Town Attorney Kelly advised the Council is recommending approval to the State Liquor Board. The Mayor stated **the motion is to recommend approval to the State Liquor Board and Vice Mayor Jewitt and Council Member Scott agreed.**

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

#### **ADMINISTRATIVE ITEMS:**

- 3. HEALTH & DEVELOPMENT SERVICES BOARD - Consider the appointment of six regular members to the Health and Development Services Board. The interested volunteers are: Sylvia Browning, Sally Ford, Elmer London, Sue MacCracken, Suellen Pennington and Rita Wilson.**

The Mayor announced that Sylvia Browning asked that she be removed from the list.

The Mayor stated there may be motions made to appoint volunteers.

Council Member Scott noted that Elmer London's Volunteer Interest Statement did not contain all that makes him qualified. She also commented on his attributes that make him good for the Board.

Council Member Crooks noted that Sally Ford would make a great addition.

Council Member Scott thanked everyone for being on the list and for volunteering. Vice Mayor Jewitt thanked all the volunteers. Council Member Kelly thanked the volunteers for being interested in helping.

**Vice Mayor Jewitt moved** to approve all the names for the Health and Development Board: (Council Member Crooks read the names of the list aloud) Sally Ford, Elmer London, Sue MacCracken, Suellen Pennington and Rita Wilson.

**Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed.**

- 4. BOARD OF ADJUSTMENT - Consider the appointment of five regular members to the Board of Adjustment. The interested volunteers are: Sean**

**Austin, Harry Cleveland, Sally Ford, James Hogan, Jennifer Jones, Dolores Klose, Marilyn McFate, Jenny Mills and Carol “Lynn” Stimson.**

Jenny Mills asked that she be removed from the list. It was noted, by the Mayor, that there were five openings and eight applications.

Council Member Kelley suggested that those volunteers in the audience raise their hands to let the Council know of their presence.

The Mayor asked if anyone wished to make a statement to the Council before the selection process.

**Council Member Timberlake recommended** Marilyn McFate for nomination, in order to have a member with some knowledge of the process on the Board, as Ms. McFate has served on the Board in the past. **Vice Mayor Jewitt seconded** the nomination.

**Council Member Kelley nominated** Dolores Klose and **Council Member Scott seconded** the motion.

**Council Member Crooks nominated** Carol “Lynn” Stimson and **Council Member Kelley** seconded the motion.

**Council Member Timberlake nominated** Sally Ford and **Council Member Kelley** seconded the motion.

**Council Member Orgeron nominated** Harry Cleveland and **Council Member Crooks** seconded the motion.

The Mayor closed the nominations.

**Council Member Crooks moved** to approve Harry Cleveland, Sally Ford, Dolores Klose, Marilyn McFate and Carol “Lynn” Stimson for appointment to the Board of Adjustment.

**Council Member Timberlake seconded** the motion.

Council Member Scott noted these are extremely important positions; there will be a lot of training involved and the attorneys need to be available to assist.

Council Member Scott and the other Council Members thanked all the volunteers for their participation.

**The Mayor called for the vote;** all were in favor of the motion. **Motion Passed.**

**5. HI JOLLY CEMETERY FORMS – Discussion and consideration of new administrative forms for the Hi Jolly Cemetery.**

Council Member Scott asked that flowers be permitted at the gravesites in the Cemetery Regulations. She noted that on page one of the regulations, it states: 'decorative items that are secured and cannot blow away are allowed'. She does not want to deny people the ability to place flowers at the gravesites.

Town Manager Miller stated he plans to get clarification before the Council is asked to approve the Cemetery Regulations. He stated he does not believe flowers were included in the regulations as something not permissible.

Town Manager Miller stated he will work with staff to reword that regulation to note that flowers are permitted.

Council Member Scott asked if the \$200 head stone deposit is new and if people now have to pay the Town \$200 when they place a headstone.

Dinice Ross of the Cemetery explained that the \$200 deposit is in place so that if the client does not get a headstone, the Town can purchase one. This is necessary to mark the grave.

Mrs. Ross stated that if one can prove a headstone has been ordered, the \$50.00 for setting the headstone in cement is the only money owed. If the person pays the \$200.00 deposit and purchases a head stone, then \$150.00 will be refunded.

The Mayor noted the only change is regarding the flowers being removed from the requirement and directed staff to make the change.

**6. SALES TAX AUDIT CHECK – Discussion and possible action regarding Town of Quartzsite check #37646, payment to the tax auditor.**

The Mayor explained check #37646, to the Town's tax auditor, was removed from the consent agenda of the last Council Meeting and has since been reviewed and staff is recommending approval.

Town Manager Miller stated the tax auditor's rate is hourly for his services. There is a separate rate for his travel when he comes to the Town to perform audits. Additionally, the tax auditor will appear in court, or provide legal assistance, as necessary. Currently, he is not itemizing each one of those activities; he is simply providing a fee per tax payer.

Town Manager Miller has requested of the auditor that he itemize each service and each fee in the future.

**Council Member Timberlake moved** to approve check #37646, and **Vice Mayor Jewitt seconded** the motion. The vote was unanimous. **Motion Passed.**

Council Member Kelley requested that the tax auditor attend an upcoming-Council meeting and be prepared to answer questions of the Council.

Town Manager Miller said he will address this matter in the Town Manager's report.

Council Member Orgeron asked that the matter be added as a future agenda item. Council Member Kelley requested that the tax auditor be present.

**7. APS FRANCHISE RESOLUTION - Discussion and possible adoption of a resolution deeming that a franchise with Arizona Public Service is beneficial for the Town and ordering that the question of the approval of the franchise be placed on the ballot for the November 4, 2014 election.**

The Mayor asked for clarification. He stated that the franchise fee is in lieu of a tax and this change would result in a tax plus a franchise fee. He asked if the rate payers, if the franchise is approved, will pay the franchise fee plus the 2% tax.

Town Manager Miller explained the franchise is going to the voters. A requirement, in order for the franchise question to get on the ballot, is that the Town Council must approve a resolution.

The Mayor stated constituents will ask the Council Members about adding a 2% tax.

Vice Mayor Jewitt stated we are asking the public to make the decision.

**Vice Mayor Jewitt moved** to approve the placing on the General Election in November, the item regarding the franchise fee for APS and **Council Member Crooks seconded** the motion.

Town Attorney Schwab, asked that the motion clearly adopt the resolution.

**Council Member Crooks moved** to adopt a resolution deeming that a franchise with Arizona Public Service is beneficial for the Town and ordering that the question of approval of the franchise, by the voters, be placed on the November 4, 2014 ballot.

**Vice Mayor Jewitt corrected** to the motion to include: Resolution No. 14-05.

**Council Member Crooks added** 14-05 to her motion. **Council Member Kelley seconded the motion.** The vote was unanimous. **Motion Passed.**

**8. EXECUTIVE SESSION - An executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding a power purchase agreement with SunEdison Origination1, LLC and pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Town's position regarding possible litigation related to a power purchase agreement with SunEdison Origination1, LLC.**

**Vice Mayor Jewitt** moved to go into executive session for legal information regarding the contract with SunEdison Origination and **Council Member Timberlake** seconded the motion.

**ADJOURN TO EXECUTIVE SESSION - 7:29 p.m.**

**RETURN TO OPEN SESSION - 8:51 p.m.**

The Mayor called the Regular Meeting of the Common Council back to order at 8:51 p.m.

**ROLL CALL:**

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

**COMMUNICATIONS:**

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

None.

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

Council Member Kelley announced that the Town of Quartzsite is 25 years old this month. She exclaimed, "Happy Birthday Quartzsite!" Council Member Kelley asked that everyone remember Labor Day and she stated that it is coming together just as good as the 4<sup>th</sup> of July. She further noted that Halloween is already being planned.

Council Member Timberlake announced that on Saturday night, August 16, 2014, at the Community Building, the PG-13 rated movie entitled Divergent will be shown for free at 6:00 p.m. Children 13 years of age or under must have a parent or guardian with them. She advised it is sponsored by the Recreation Department and the Library and concessions are being sponsored by the Friends of the Library. Council Member Timberlake invited everyone to bring chairs and attend.

Council Member Scott stated some people are extremely upset about the water increases. She stated the water increases have not been implemented yet; but she believes they are upset because last year, when they were watering their plants, and using more water, their sewer bills stayed the same, because they weren't raised until later. She stated the bills are up substantially, \$50 - \$65 a month for some of these people for watering their trees. She stated this does not go in the sewer and yet it is on their bills as sewer usage, over a certain amount.

Council Member Scott advised that something must be done. The problem needs to be looked at because people are not even here and are being charged for swimming pools

and having watering systems for their trees even though it is not going to the waste water treatment plant.

Council Member Scott asked that this issue be placed on a future agenda.

Town Manager Miller advised that he cannot respond at this point; but, he stated he is listening.

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

Town Manager Miller advised he is going to contact the Chief of Police interview panel to set up a time at the end of this month, in order to do six or seven interviews in one day.

Town Manager Miller noted Labor Day is coming up and he and the rest of Town staff are available for support.

Town Manager Miller announced that the Transit Coordinator, Janet Collier, received a letter from the Arizona Department of Transportation stating the Town has received a grant award for the 5311 transit program totaling \$221,743.00.

Town Manager Miller advised the local match, which was budgeted, is \$71,936.00.

Town Manager Miller announced that the Arizona Blue Cross/Blue Shield granted the Town \$5,000 for a dog park and an additional \$3,000 that can be used to finish the dog park this year, or for the Snack Shack, or for another part of the park.

Town Manager Miller noted one condition of the grant is that there must be a physical structure in the park by the end of this calendar year. This year is Blue Cross/Blue Shield of Arizona's 75<sup>th</sup> Anniversary.

Town Manager Miller advised that the League of Arizona Cities and Towns Conference will be held next week.

Town Manager Miller announced there will be a water rate Public Hearing on August 26, 2014, at the Regular Council Meeting. August 26, 2014 is Election Day. He advised that should the Council approve the new water rate structure at that meeting, the new rates will go into effect October 1, 2014.

Town Manager Miller stated he has heard the concerns from the consumers on the waste water and would be happy to talk to anyone regarding that.

Town Manager Miller advised that the Quail Trail well is still moving forward. A second cleaning treatment is being considered because based on what the camera shows, more needs to be done.

#### **COMMUNICATIONS FROM CITIZENS**

Jennifer Jones pointed out that the Town leases the Town Park from the Bureau of Land Management and no structure may be put upon it without an environmental impact study.

Audrey Berger stated she lives on South Church Street. She advised that on that street there are two water meters, #105 and #106, where no one lives, but there are two water meters in the ground. She stated she would like to know who is paying for them.

The Mayor directed staff to look into finding the answer for Ms. Berger and to bring it back at a later date.

Michael Roth spoke about the Town's budget, saving money, the police department, code enforcement, the magistrate court and his idea of help for the waste water treatment plant, involving Paul Skilicorn, presented at a previous Town Council meeting.

Council Member Orgeron stated Mr. Skilicorn is set for the agenda for September 23, 2014.

Shanana Rain Golden-Bear stated when someone comes up and speaks, it is their personal opinion. She stated the Council needs to become aware of the fact that it can be very difficult for the audience when there is chattering and cross-talk. She advised that the audience has does not have the right to speak but does have the right to listen. She advised the first Halloween meeting was held today. It was a group of concerned citizens with all kinds of ideas coming together in amazing ways.

Vice Mayor Jewitt moved to adjourn the meeting and Council Member Timberlake seconded the motion. The Mayor adjourned the meeting at 8:12 p.m.

**ADJOURNMENT:** 8:12 p.m.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of August 12, 2014, of the Town Council of Quartzsite, Arizona, held on August 12, 2014.

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

DATED this 26<sup>th</sup> day of August 2014

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Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

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Ed Foster, Mayor

DRAFT



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, August 26, 2014

**Agenda Item #3** Consider approval of a resolution establishing increased water fees; providing for repeal of all conflicting resolutions; and providing for severability.

**Summary:** The process for water and wastewater (sewer) rate changes is governed by Town Code and by state statute. Town Code provides that rates shall be reviewed periodically by the Utility Department and/or the Municipal Utility Administration Committee (MUAC). If the Utility Department recommends changes to the fee structure, they shall issue a request to the Council with a recommendation for fee modification. The Council shall then act upon the recommendation in accordance with state statute.

Proposed water rates were the subject of a work session held on May 29, 2014 with the Town Council. On June 10, 2014 at the Regular Town Council Meeting there was a review of the proposed water rates. At the July 22, 2014 Regular Town Council Meeting, a presentation regarding the proposed rates was given.

A public hearing regarding the proposed water rates is scheduled for Tuesday, August 26, 2014.

The new rate structure will become effective October 1, 2014. It provides for a measured, five-year rate plan.

**Responsible Person:** Skylor Miller, Town Manager

**Attachment:**

1. Notice of Proposed Water Rate Change
2. Written Report justifying the proposed rate structure.
3. Resolution providing for the establishment of increased water rates.

**Action Requested:** **Motion to approve a resolution establishing increased water rates; providing for repeal of all conflicting resolutions; and providing for severability.**



# TOWN OF QUARTZSITE

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

Phone (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)

## NOTICE OF PROPOSED WATER RATE CHANGE

The Town Council will hold a public hearing on a proposed water rate change on Tuesday, August 26, 2014 at 7:00 p.m. in the Council Chambers of Town Hall located at 465 N. Plymouth Avenue, Quartzsite. The Town Council may vote to approve the proposed water rates at that time.

The proposed rate structure establishes a five-year planning cycle. The following chart provides a summary of the proposed water rates for the next five years. The proposed rate change will take effect on October 1, 2014.

PROPOSED WATER RATES					
Base Rates	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19
¾" Meter	31.51	32.05	32.56	32.91	33.46
1" Meter	52.51	53.41	54.27	54.86	55.77
1.5 Meter	105.02	106.83	108.53	109.72	111.54
2" Meter	168.03	170.92	173.65	175.54	178.46
3" Meter	315.05	320.48	325.59	329.15	334.61
4" Meter	525.09	534.14	542.66	548.58	557.68
6" Meter	1050.18	1068.28	1085.31	1097.15	1115.37
8" Meter	1680.29	1709.24	1736.50	1755.44	1784.59
Commodity Rate (Per 1000 Gallons)	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19
Residential	3.90	4.56	5.36	5.58	5.81
Commercial	3.90	4.56	5.36	5.58	5.81
RV Parks	3.90	4.56	5.36	5.58	5.81
Bulk Water Hauler	7.79	9.12	10.72	11.16	11.62

The Town of Quartzsite provides potable water to its citizens and many seasonal occupants and visitors who stay primarily in recreational vehicle (RV) parks. A public municipal water system supplied from the underground aquifer was constructed shortly after the Town's incorporation in 1989. Prior to that time residents obtained water from several hundred individual wells, many of which still remain in operation. Groundwater for the municipal system is pumped and stored at two water production facilities located within the Town: the Quail Trail Facility and the Kofa Avenue Facility. The production wells draw from the Lower Aquifer of the Parker Basin and the groundwater requires no treatment other than chlorination prior to distribution to the Town's customers.

While the majority of the Town's water meters are for single family residences the largest user class is 3,200 RV/Mobile Home hookups because the Town of Quartzsite has a high tourist population. The RV/Mobile home parks are serviced by 68 large master meters. The Town also includes a residential development known as Q Mountain, which is supplied water through a single large 6" water meter and served by a private water distribution system. Table 1 summarizes the existing water meters serving the Town's customers.

**Table 1 Existing Town Water Customers**

<b>User Class</b>	<b># of Water Meters</b>
Residential	734
Commercial	156
Multi-Family	7
RV Parks & Swap Meets	68
Q Mountain	1
<b>Total</b>	<b>966</b>

Not all Town customers have abandoned their wells even though there is Town water available to them. Thus, included in the Town's current rate structure is a monthly fixed service charge to recover the fixed costs associated with the Town providing the availability of water service and therefore capacity in the system for these customers should their wells fail. The Town's current water rate structure is as follows:

The first component of the rate structure is a fixed monthly service charge as shown in Table 2. The service charge currently varies by customer class and meter size. This particular structure is one of the key findings of this study. Industry standards as prescribed by the American Water Works Association (AWWA) only recognizes the size of the meter for allocating fixed costs and does not differentiate between user classes. It is unknown how this structure was created or why and thus this study collapses the three user classes into one based on AWWA standards.

**Table 2 Current Monthly Fixed Charges**

Meter Size	No. of Meters	Current		
		Current SF	Current Commercial	Current MH/RV
3/4"	884	\$27.04	\$42.25	\$32.50
1"	11	\$33.25	\$67.55	\$43.23
1 1/2"	2	\$41.47	\$84.25	\$53.91
2"	62	\$83.07	\$168.75	\$107.99
3"	0	\$124.54	\$252.99	\$161.90
4"	3	\$166.01	\$337.24	\$215.82
6"	3		\$843.23	\$539.62
8"	1			\$539.62
10"	0			
12"	0			
<b>Total</b>	<b>966</b>			

The second component of the Town's water rate structure is the commodity rate per 1000 gallons of water consumed by the customer. The current commodity rate structure for single family has two billing tiers as shown in Table 3. If a customer uses from 0 to 15,000 gallons, they are charged \$2.37 per 1000 gallons. All consumption over 15,000 gallons is charged at \$2.87. All other customers (commercial and RV/Mobile homes are charged a flat rate of \$2.37 per 1000 gallons consumed.

**Table 3 Single Family Current Rate Structure**

Consumption Block	Consumption	Current Rates
0 - 15 thousand gallons	31,182	\$2.37
16+ thousand gallons	8,130	\$2.87
<b>Total</b>	<b>39,312</b>	

The second major change recommended by this study is that all users, including the single family customers, should be charged a flat rate per 1000 gallons consumed. This is more equitable than the current structures and eliminates interclass subsidies and simplifies the rate structure.

The most significant finding of this rate study is that the Town is significantly under collecting for the costs associated with the operations and maintenance of the water system. In Fiscal Year 2013 only \$765,000 was collected under the current rates. The Town's Fiscal Year 2014 water system budget is \$1,224,296 or 60% higher than the current water rates are generating as revenue to fund the water system. It should be noted that the Town did not increase their water rates from 2001 to 2009 and then only implemented two years of a proposed five-year rate increase program. Rates have not been increased since 2011. As noted earlier, not keeping up and having annual rate adjustments to fund the budget has put the Town in a significant deficit position and the Town's General Fund has had to subsidize the water rates of residents and visitors. When a subsidy like this exists it translates into

lower levels of General Fund services, such as parks, community center programming, recreation programming, community events and law enforcement services.

Thus in addition to updating the rate structure an increase is proposed in the user rates to cover the operating costs of the water system. The following rates are recommended to close this gap and fully fund the water system's operation and maintenance for the next five years. Table 4 summarizes the proposed fixed and commodity rates for the next five years that provide for "fair use" and rate equity for all users of the Town's water system.

**Table 4 Fair Use Rate Plan**

<b>PROPOSED WATER RATES</b>					
<b>Base Rates</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>
¾" Meter	31.51	32.05	32.56	32.91	33.46
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8" Meter	1680.29	1709.24	1736.50	1755.44	1784.59
<b>Commodity Rate (Per 1000 Gallons)</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>
Residential	3.90	4.56	5.36	5.58	5.81
Commercial	3.90	4.56	5.36	5.58	5.81
RV Parks	3.90	4.56	5.36	5.58	5.81
Bulk Water Hauler	7.79	9.12	10.72	11.16	11.62

It should be noted that during the course of the study that it was discovered that the Town's Public Works and Parks department have never been charged for their water usage. Town staff was able to reconstruct the last five-years of water usage for these two departments and in discussions with the Town's auditor determined that they could be back charged for their water usage. Thus the Fair Use rate case utilized the \$240K to phase-in the rate adjustments for FY 2014/15 and FY 2015/16. As Table 5 illustrates the full cost of service based commodity rates would have been substantially higher in those two years if the \$240K had not been utilized to phase-in the rates.

**Table 5 Cost of Service Based Rates without Phase-In**

<b>Flat Rate Determination</b>	<b>Current</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
Rate per 1,000 gallons	\$2.37	\$5.08	\$5.15	\$5.36	\$5.58	\$5.81
Rate Revenue	\$228,400	\$489,149	\$496,072	\$516,504	\$537,825	\$560,077

In summary this Study recommends that the Town implement a fiscally responsible self sustaining water utility rate structure and rates. The following steps should be adopted:

- Establish cost of service and industry standard rate structure
- Simplify rate structure
  - One base charge for all user classes
  - Flat commodity rate for all user classes
- Payment by Public Works department for past documented water usage
  - Spread over two years to phase in cost of service rates

**RESOLUTION NO. 14-06**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF QUARTZSITE, LA PAZ COUNTY, ARIZONA, ESTABLISHING INCREASED WATER FEES AND SERVICE CHARGES PURSUANT TO A.R.S. § 9-511.01; PROVIDING FOR REPEAL OF ALL CONFLICTING RESOLUTIONS; AND PROVIDING FOR SEVERABILITY.**

WHEREAS, Arizona Revised Statutes Section 9-511.01 and Quartzsite Town Code, Chapter 17, Sections 17-1-3 and 17-2-2 authorize the Town Council to establish water rates by resolution; and

WHEREAS, it is the policy of the Council to establish rates for enterprise operations sufficient to recover the costs of providing the services; and

WHEREAS, staff has prepared an analysis which indicates that water rates will need to be increased to offset increases in the operating costs of the system, to become self-sustaining, and to assure the long-term financial stability of Quartzsite's water system; and

WHEREAS, the rates set forth herein are found to be just and reasonable; and

WHEREAS, the Council at their meeting of July 22, 2014 directed staff to notify the public of the need to increase water service fees and establish and publish a date of public hearing and setting of water service fees; and

WHEREAS, the Public Hearing having been held in accordance with Arizona and Quartzsite laws,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the Town of Quartzsite, Arizona that water fees and service charges as set forth in Exhibit A attached hereto are hereby established as the water fees and service charges for the Town effective October 1, 2014.

FURTHER RESOLVED that if any section, subsection, sentence, clause, phrase or portion of this Resolution 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 Mayor and Common Council of the Town of Quartzsite, Arizona this 26<sup>th</sup> day of August 2014.

**ATTEST:**

\_\_\_\_\_  
Mayor Foster

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Curtis, Goodwin, Sullivan,  
Udall & Schwab, PLC Town Attorneys  
By:

**EXHIBIT A TO RESOLUTION NO. 14-06**

PROPOSED WATER RATES					
<b>Base Rates</b>	<b>FY 14 - 15</b>	<b>FY 15 - 16</b>	<b>FY 16 - 17</b>	<b>FY 17 - 18</b>	<b>FY 18 - 19</b>
¾" Meter	31.51	32.05	32.56	32.91	33.46
1" Meter	52.51	53.41	54.27	54.86	55.77
1.5" Meter	105.02	106.83	108.53	109.72	111.54
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6" Meter	1050.18	1068.28	1085.31	1097.15	1115.37
8" Meter	1680.29	1709.24	1736.50	1755.44	1784.59
<b>Commodity Rate (Per 1000 Gallons)</b>	<b>FY 14 - 15</b>	<b>FY 15 - 16</b>	<b>FY 16 - 17</b>	<b>FY 17 - 18</b>	<b>FY 18 - 19</b>
Residential	3.90	4.56	5.36	5.58	5.81
Commercial	3.90	4.56	5.36	5.58	5.81
RV Parks	3.90	4.56	5.36	5.58	5.81
Bulk Water Hauler	7.79	9.12	10.72	11.16	11.62

FY = Fiscal Year

The Town of Quartzsite's Fiscal Year is JULY 1 – JUNE 30.



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, August 26, 2014

**Agenda Item #5** Conduct hearing and consider recommending approval of a Special Event Liquor License for the Quartzsite Rotary Club's Rotary Day Event.

**Summary:** The Quartzsite Rotary Club #27195 has applied for a Special Event Liquor License for a one-time event. The event is to be located at the Town Park, 465 N. Plymouth, Quartzsite, Arizona and will take place on Saturday, November 8, 2014 from 1:00 p.m. to 9:00 p.m. The applicant is Violet M. Kiss, President of The Quartzsite Rotary Club #27195.

**Responsible Person:** Skylor Miller, Town Manager

**Attachment:** Arizona Department of Liquor Licenses & Control Application for Special Event License from the Quartzsite Rotary Club #27195.

**Action Requested:** Motion to recommend approval of a Special Event Liquor License for the Rotary Day Event to be held at the Town Park, Quartzsite, Arizona, by the Quartzsite Rotary Club.

Arizona Department of Liquor Licenses and Control  
800 W Washington 5th Floor  
Phoenix AZ 85007-2934  
www.azliquor.gov  
(602) 542-5141

RECEIVED

AUG 21 2014

TA  
TOWN OF QUARTZSITE

**APPLICATION FOR SPECIAL EVENT LICENSE**

Fee= \$25.00 per day for 1-10 days (consecutive)

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. §44-6852)

**IMPORTANT INFORMATION: This document must be fully completed or it will be returned.**

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

**SECTION 1** Name of Organization: QUARTZSITE ROTARY CLUB #27195

**SECTION 2** Non-Profit/IRS Tax Exempt Number: [REDACTED]

**SECTION 3** The organization is a: (check one box only)

- Charitable (501.C)  Fraternal (must have regular membership and have been in existence for over five (5) years)  
 Religious  Civic (Rotary, College Scholarship)  Political Party, Ballot Measure or Campaign Committee

**SECTION 4** Will this event be held on a currently licensed premise and within the already approved premises?

- Yes  No

Name of Business

License Number

Phone (include Area Code)

**SECTION 5** How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use  
 Dispense and serve all spirituous liquors under retailer's license  
 Dispense and serve all spirituous liquors under special event  
 Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

**SECTION 6** What is the purpose of this event?  On-site consumption  Off-site (auction)  Both

**SECTION 7** Location of the Event: QUARTZSITE TOWN PARK  
Address of Location: 465 NO. PLYMOUTH, QUARTZSITE, LA PAZ, AZ 85346  
Street City County/State Zip

**SECTION 8** Will this be stacked with a wine festival/craft distiller festival?  Yes  No

**SECTION 9** Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: KISS VIOLET M. [REDACTED]  
Last First Middle Date of Birth

2. Applicant's mailing address: [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
Street City State Zip

3. Applicant's home/cell phone: [REDACTED] Applicant's business phone: [REDACTED]

4. Applicant's email address: [REDACTED]

**SECTION 10**

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?

Yes  No (If yes, attach explanation.)

2. How many special event licenses have been issued to this location this year? 0

(The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)

3. Is the organization using the services of a promoter or other person to manage the event?  Yes  No

(If yes, attach a copy of the agreement.)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name QUARTZSITE ROTARY CLUB #27195 Percentage 100  
 Address PO BOX 2425 QUARTZSITE, AZ 85346  
Street City State Zip

Name \_\_\_\_\_ Percentage \_\_\_\_\_  
 Address \_\_\_\_\_  
Street City State Zip

5. Please read A.R.S. §4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

**Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.**

"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?  
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

1 Number of Police 1 Number of Security Personnel <sup>(TOWN)</sup>  Fencing  Barriers

Explanation: LIQUOR (BEER; WINE ONLY) WILL BE DISPENSED OUT OF TOWN PARK'S "SNACK SHACK". THE PARK IS MOSTLY ENCLOSED IN METAL FENCING, THE REST WITH WOOD POSTS AND ROPING. THE FOOD; DRINKING AREA WILL HAVE A

**SECTION 11** Date(s) and Hours of Event. May not exceed 10 consecutive days. BARRIER FOR THE PICNIC AREA,  
 See A.R.S. §4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>11/8/2014</u>	<u>SATURDAY</u>	<u>1 PM</u>	<u>9 PM</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

**SECTION 12** License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. The following space is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

SEE 2 DRAWINGS ATTACHED

N↑

Food and Beer Garden will be held at Quartzsite Town Park, illustration below

BEER/WINE  
~~ALCOHOL~~  
(IN THE  
SNACK SHACK)



★ POLICE; SECURITY

LEGEND:

⊞ PARKING

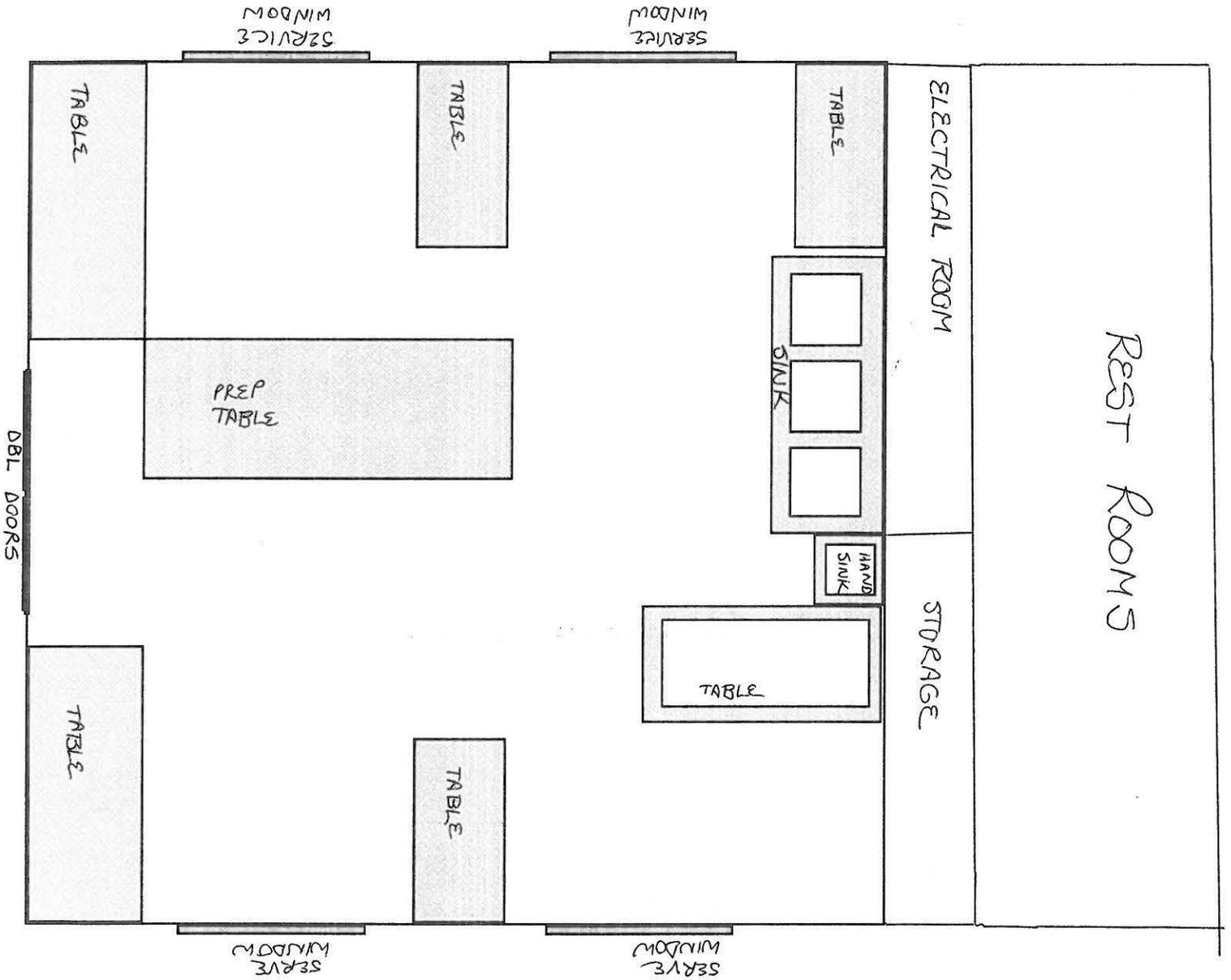
--- BARRIERS

XXXX METAL FENCING

OOO WOOD POSTS/ROPE

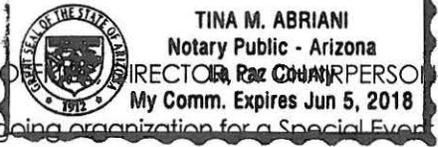
# QUARTZSITE TOWN PARK'S SNACK SHACK

18.8 FT X 18.8 FT  
FOOD PREP (ETC.) AREA



**SECTION 13** This section is to be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, VIOLET M. KISS (Print full name) declare that I am an OFFICER of the PERSONAL RESPONSIBILITY PROGRAM organization, La Paz County Arizona, appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event Liquor License.



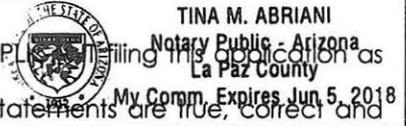
x Tilt H. Kiss (Signature) PRESIDENT (Title/ Position) 8/20/2014 (Date) [Redacted] (Phone #)

The foregoing instrument was acknowledged before me this 22 (Day) AUGUST (Month) 2014 (Year) State ARIZONA County of LA PAZ

My Commission Expires on: JUNE 5, 2018 (Date) Tina M. Abriani (Signature of Notary Public)

**SECTION 14** This section is to be completed only by the applicant named in Section 9.

I, VIOLET M. KISS (Print full name) declare that I am the APPLICANT for the Special Event Liquor License application as listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.



x Tilt H. Kiss (Signature) PRESIDENT (Title/ Position) 8/20/2014 (Date) [Redacted] (Phone #)

The foregoing instrument was acknowledged before me this 22 (Day) AUGUST (Month) 2014 (Year) State ARIZONA County of LA PAZ

My Commission Expires on: JUNE 5, 2018 (Date) Tina M. Abriani (Signature of Notary Public)

The local governing body may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: [http://www.azliquor.gov/assets/documents/homepage\\_docs/spec\\_event\\_links.pdf](http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf).

**SECTION 15** Local Governing Body Approval Section

I, \_\_\_\_\_ (government official) \_\_\_\_\_ (Title) recommend  APPROVAL  DISAPPROVAL on behalf of \_\_\_\_\_ (City, Town, County) \_\_\_\_\_ (Signature) \_\_\_\_\_ (Date) \_\_\_\_\_ (Phone)

**FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY**

APPROVAL  DISAPPROVAL BY: \_\_\_\_\_ DATE: \_\_\_\_\_



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, August 26, 2014

**Agenda Item # 6** Conduct hearing and consider recommending approval of a Special Event Liquor License for the Quartzsite Women's Club Third Annual Wine & Cheese Party.

**Summary:** The Quartzsite Women's Club has applied for a Special Event Liquor License for a one-time event. The event is to be located at 100 W. Kuehn, Quartzsite, Arizona and will take place on Saturday, October 18, 2014 from 3:00 p.m. to 7:00 p.m. The applicant is Mary Ann Peck, President of The Quartzsite Women's Club.

**Responsible Person:** Skylor Miller, Town Manager

**Attachment:** Arizona Department of Liquor Licenses & Control Application for Special Event License from the Quartzsite Women's Club.

**Action Requested:** Motion to recommend approval of a Special Event Liquor License for the Third Annual Wine and Cheese Party to be held at 100 W. Kuehn, Quartzsite, Arizona, by the Quartzsite Women's Club.

Arizona Department of Liquor Licenses and Control  
800 W. Washington 5th Floor  
Phoenix AZ 85007-2934  
www.azliquor.gov  
(602) 542-5141

RECEIVED  
AUG 22 2014  
TOWN OF QUARTZSITE

**APPLICATION FOR SPECIAL EVENT LICENSE**  
Fee= \$25.00 per day for 1-10 days (consecutive)  
A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. §44-6852)

**IMPORTANT INFORMATION: This document must be fully completed or it will be returned.**

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

**SECTION 1** Name of Organization: QUARTZSITE WOMAN'S CLUB

**SECTION 2** Non-Profit/IRS Tax Exempt Number: [REDACTED]

**SECTION 3** The organization is a: (check one box only)

- Charitable (501.C)  Fraternal (must have regular membership and have been in existence for over five (5) years)  
 Religious  Civic (Rotary, College Scholarship)  Political Party, Ballot Measure or Campaign Committee

**SECTION 4** Will this event be held on a currently licensed premise and within the already approved premises?  
 Yes  No

\_\_\_\_\_  
Name of Business License Number Phone (include Area Code)

**SECTION 5** How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors?  
Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use  
 Dispense and serve all spirituous liquors under retailer's license  
 Dispense and serve all spirituous liquors under special event  
 Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

**SECTION 6** What is the purpose of this event?  On-site consumption  Off-site (auction)  Both

**SECTION 7** Location of the Event: 100 W IVEITH HY  
Address of Location: 100 W IVEITH  
Street City County/State Zip

**SECTION 8** Will this be stacked with a wine festival/craft distiller festival?  Yes  No

**SECTION 9** Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: PECK MARY ANN [REDACTED]  
Last First Middle Date of Birth

2. Applicant's mailing address: [REDACTED]  
Street City State Zip

3. Applicant's home/cell phone [REDACTED] Applicant's business phone [REDACTED]

4. Applicant's email address: [REDACTED]

**SECTION 10**

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?  
 Yes  No (If yes, attach explanation.)

2. How many special event licenses have been issued to this location this year? NONE  
 (The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)

3. Is the organization using the services of a promoter or other person to manage the event?  Yes  No  
 (If yes, attach a copy of the agreement.)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name QUARTZSITE WOMANS CLUB Percentage 100%  
 Address PO BOX 4311 QUARTZSITE AZ 85359  
Street City State Zip

Name \_\_\_\_\_ Percentage \_\_\_\_\_  
 Address \_\_\_\_\_  
Street City State Zip

5. Please read A.R.S. §4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

**Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.**

**"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"**

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?  
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

1 Number of Police \_\_\_\_\_ Number of Security Personnel  Fencing  Barriers

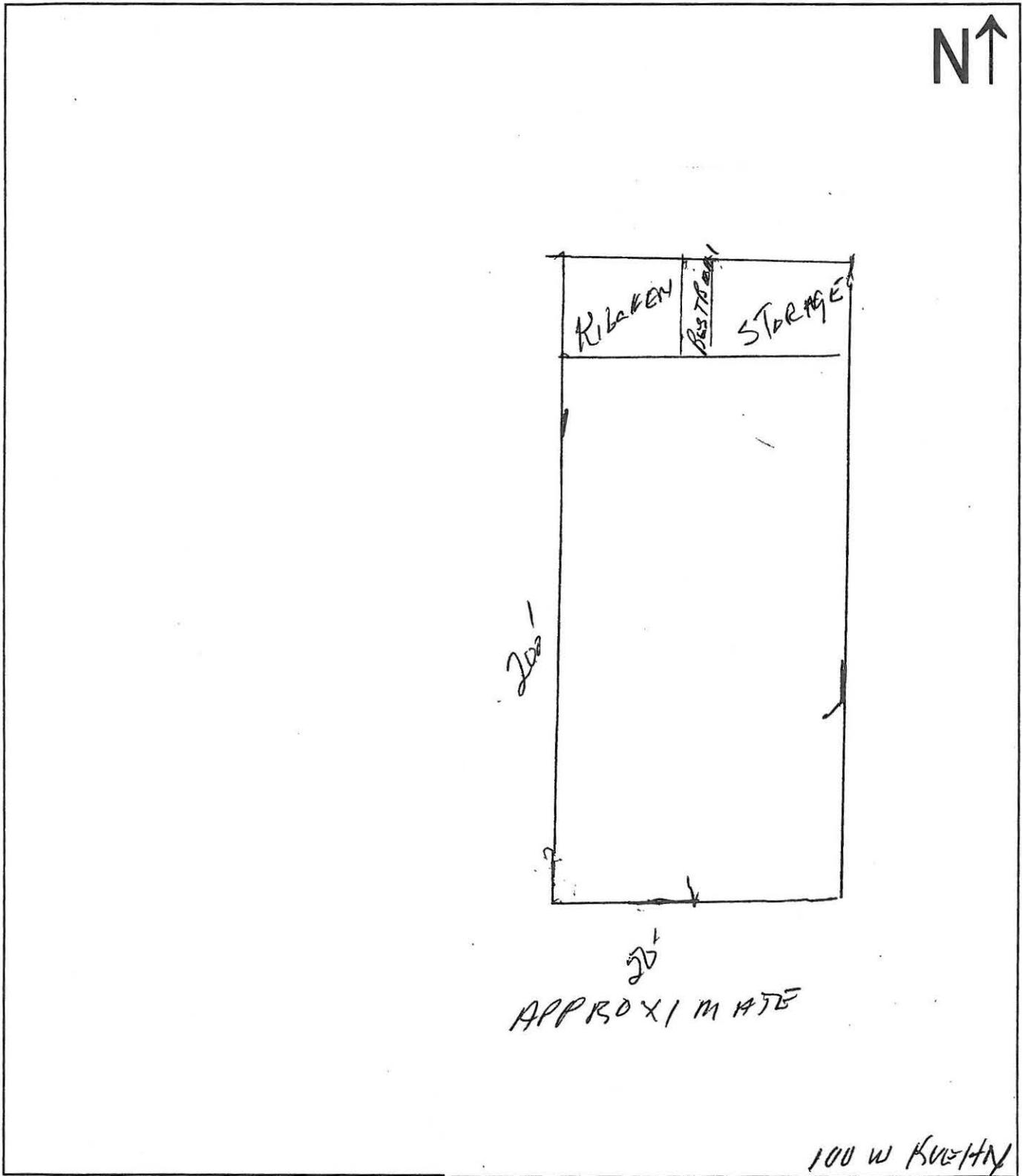
Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SECTION 11** Date(s) and Hours of Event. May not exceed 10 consecutive days.

See A.R.S. §4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>10-18</u>	<u>SAT.</u>	<u>3.PM.</u>	<u>7.PM</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
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N ↑

**SECTION 13** This section is to be completed only by an Officer, Director or Chairperson of the organization named in Section 1.



TINA M. ABRIANI  
Notary Public - Arizona  
La Paz County  
My Comm. Expires Jun 5, 2018

I, MARY ANN PECK declare that I am an OFFICER, DIRECTOR, OR CHAIRPERSON  
(Print full name) appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event Liquor License.

x Mary Ann Peck President 8-22-14 [Redacted]  
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 22 AUGUST 2014  
Day Month Year  
State ARIZONA County of LA PAZ

My Commission Expires on: JUNE 5, 2018  
Date

Tina M. Abriani  
Signature of Notary Public

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I, MARY ANN PECK declare that I am the APPLICANT filing this application as  
(Print full name) listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

x Mary Ann Peck PRESIDENT 8-22-14 [Redacted]  
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 22 AUGUST 2014  
Day Month Year  
State ARIZONA County of LA PAZ

My Commission Expires on: JUNE 5, 2018  
Date



TINA M. ABRIANI  
Notary Public - Arizona  
La Paz County  
My Comm. Expires Jun 5, 2018

Tina M. Abriani  
Signature of Notary Public

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**SECTION 15** Local Governing Body Approval Section

I, \_\_\_\_\_ recommend  APPROVAL  DISAPPROVAL  
(government official) (Title)

on behalf of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(City, Town, County) Signature Date Phone

**FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY**

APPROVAL  DISAPPROVAL BY: \_\_\_\_\_ DATE: \_\_\_\_\_