

**MINUTES**  
**TOWN OF QUARTZSITE**  
**SPECIAL MEETING OF THE**  
**BOARD OF ADJUSTMENT**  
**at the Town Hall**  
**465 PLYMOUTH AVENUE**  
**THURSDAY, SEPTEMBER 18, 2014, 3:00 p.m.**

**CALL TO ORDER:** 3:00 P.M. by Board Member, Sally Ford.

**PLEDGE OF ALLEGENCE:** Led by Town Manager, Skylor Miller.

**ROLL CALL OF THE BOARD:**

Board Member: Harry Cleveland, present      Board Member: Marilyn McFate, present  
Board Member: Sally Ford, present              Board Member: Carol "Lynn" Stimson, present  
Board Member: Dolores Klose, present

**STAFF PRESENT:** Skylor Miller, Town Manager and Tonya Hoogerwerf, Permit Technician.

Town Manager, Skylor Miller opened by welcoming the Board Members.

**BUSINESS**

1. Nominate and vote to appoint a Chairperson.  
Board Member Ford motioned to nominate Board Member McFate for Chairperson,  
Board Member Klose seconded. All in favor. Motion carried.
2. Nominate and vote to appoint a Vice Chairperson.  
Board Member Stimson motioned to nominate Board Member Cleveand for Vice  
Chairman, Board Member Ford seconded. All in favor. Motion carried.
3. Discussion and training on the authority and duties of the Board of Adjustment and  
the requirements of the Open Meeting Law and Conflict of Interest Laws.

Town Manager, Skylor Miller started the discussion and training of the Board.

**ADJOURNMENT:** 4:04 P.M.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting held on September 18, 2014 of the Board of Adjustment of Quartzsite, Arizona.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Tonya Hoogerwerf, Permit Technician II

APPROVED:

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Marilyn McFate, Board Chairperson