

COUNCIL MEETING AGENDA

TUESDAY, JANUARY 13, 2015

Members may attend in person or by telephone

Ed Foster, Mayor
Norm Simpson, Vice Mayor

Carol Kelley
Loretta Warner
Hal Davidson

Mark Orgeron
Gunny St. Germain

**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.

***Items may be discussed earlier or in a different sequence.
Headphones are available upon request for the hearing impaired.***

AGENDA ITEM	COUNCIL ACTION
CALL TO ORDER OF REGULAR MEETING	
INVOCATION AND PLEDGE OF ALLEGIANCE <i>The invocation may be offered by a person of any religion, faith, belief or non-belief. Interested persons should contact the Clerk for further information.</i>	
ROLL CALL	
CALL TO THE PUBLIC	
ANNOUNCEMENTS	
CONSENT AGENDA <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>	

1-a.	LEDGER OF ACCOUNTS PAID - Consider approval of check series 38347 - 38426, totaling \$227,310.99.	Discussion; possible action by MOTION; may be acted upon with single motion.
1-b.	MINUTES - Consider approval of the minutes of the Special Meeting of December 19, 2014 and the Regular Meeting of December 23, 2014.	Discussion; possible action by MOTION; may be acted upon with single motion.
<p align="center">ADMINISTRATIVE ITEMS</p> <p><i>Administrative items are for Council discussion and action. It is at the discretion of the majority of the Council regarding public input requests on any Administrative Item. Persons wishing to speak on an Administrative Item should complete a Request to Speak Form and indicate the Item they wish to address. Council may or may not accept public comment.</i></p>		
2.	SETTLEMENT AGREEMENT - Discussion and possible action on authorizing the Town Attorney to file a petition for writ of certiorari to the Arizona Supreme Court or authorizing the Town Attorney and Town Manager to negotiate a settlement agreement to resolve the Foster v. Town of Quartzsite litigation.	Discussion; possible action by MOTION.
3.	RESOLUTION NO. 13-09 - Discussion of repealing Resolution No. 13-09, an emergency resolution regarding the negotiation of a note from the United States government by the Town of Quartzsite Municipal Property Corporation. <i>Item requested by Vice Mayor Simpson.</i>	Discussion.
4.	MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE MEMBER REAPPOINTMENT - Consider and possibly approve the reappointment of Richard Thompson, a regular member of the Municipal Utility Administrative Committee, whose term expires January 2015. The position's new term would expire January 2018.	Discussion; possible action by MOTION.
5.	REPRESENTATIVE FOR LPCAC - Discussion and possible action to appoint an elected official to serve on the Western Arizona Council of Governments La Paz County Advisory Council (LPCAC).	Discussion; possible action by MOTION.

6.	<p>REPRESENTATIVE FOR THE EXECUTIVE COMMITTEE Discussion and possible action to appoint an elected official to serve on the Western Arizona Council of Governments Executive Committee.</p>	Discussion; possible action by MOTION.
7.	<p>POLICE DEPARTMENT</p> <ul style="list-style-type: none"> • Council/Community needs: Discussion regarding Quartzsite's goals and desired level of service for the police department, including the number of officers, shift assignments and budget. • Budget: Review and discussion of the Quartzsite Police Department Budget, including personnel, equipment, training and insurance. <p style="text-align: center;"><i>Item requested by Council Member Davidson.</i></p>	Discussion.
8.	<p>WORLD ON THE WIND AIRSTRIP - Discussion and review of the approval process to issue a Town letter to the U.S. Department of Transportation Federal Aviation Administration stating the airstrip does comply with local planning and zoning laws and regulations, as well as any ordinances, laws, or regulations of any other government body or agency. <i>Item requested by Mayor Foster.</i></p>	Discussion.
9.	<p>TOWN VEHICLES - Discussion by Council to resolve to set policy on use of Town vehicles to include a requirement that all Town vehicles shall be parked on Town property or in an approved maintenance facility when not in service. <i>Item requested by Mayor Foster.</i></p>	Discussion.
10.	<p>HIRING FREEZE - Discussion by Council to resolve to declare a hiring freeze and to have all future new hires approved by Council. <i>Item requested by Mayor Foster.</i></p>	Discussion.
	COMMUNICATIONS	
11.	Reports from the MAYOR on current events.	
12.	Reports from the COUNCIL on current events.	

13.	Reports from the TOWN MANAGER to the Council.	
	<p align="center">COMMUNICATIONS FROM CITIZENS</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. There is a 3 minute limit for each speaker. The Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.</i></p>	
	ADJOURN	MOTION to adjourn.

Certification of Posting

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Quartzsite Town Hall, 465 N. Plymouth Ave, Quartzsite, AZ, U.S. Post Office, 80 W. Main Street, Quartzsite, AZ and The Senior Center, 40 Moon Mountain Ave, Quartzsite, AZ, on the _____ day of _____, 2015, 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.

QUARTZSITE PUBLIC LIBRARY
Statistical Report DECEMBER, 2014

Total Number of Patrons

	5,108
Adult Fiction	1,089
Adult Non Fiction	383
Paperbacks	540
Large Print	600
E-Books	5,353
Arizona Books	44
Foreign Language	10
ILL Sent to other Libraries	9
ILL. Received from other Libraries	3

TOTAL ADULT BOOKS **8,031**

Young Adult Fiction	38
Young Adult Non-Fiction	0
Young Adult Paperback	0
Juvenile Fiction	13
Juvenile Non-Fiction	3
Kids Computer Use	857
Graphic Novel	2

MISCELLANEOUS

Puzzles	4
DVD	1,504
VHS	271
CD Audio	114
Audio Cassettes	48

TOTAL CIRCULATION **2,854**

Computer Questions	501
Reference Questions	450
Information	437
Computer Use	966
Caregivers Use	10
Wireless Usage	738
New Patrons Registered	57

**Meeting Room Use
Donations**

**60
274**

**QUARTZSITE CHILDREN'S LIBRARY
 STATISTICAL REPORT
 MONTH OF December 2014**

<u>TOTAL NUMBER OF PATRONS</u>	1,523
<hr/>	
Young Adult – Nonfiction	0
Young Adult – Fiction	38
Young Adult – Paperbacks	0
TOTAL YOUNG ADULT BOOKS	38
<hr/>	
Children – Nonfiction	3
Children – Fiction	13
 TOTAL CHILDREN BOOKS	 54
Programs for Children 4 Children Participating 64	
TOTAL CIRCULATION	118
<hr/>	
Computer Use	857
Computer Questions	320
Reference Questions A/C	280
Information & Referral	253
Donations	0
Volunteer Hours	0
New Patrons Registered	0

Circulation Statistics By Item Report Class : 12/01/2014 to 12/31/2014

Item Report Class	Checked In	Checked Out	Renewed	In-House Use	Booked
000 - 099	5	5	6	0	0
100 - 199	14	18	8	4	0
200 - 299	10	13	5	2	0
300 - 399	65	83	19	6	0
400 - 499	1	2	1	1	0
500 - 599	21	22	4	3	0
600 - 699	52	50	25	5	0
700 - 799	63	72	15	4	0
800 - 899	14	22	1	0	0
900 - 999	82	96	17	4	0
ADV	3	3	0	0	0
Aud	53	48	2	1	0
AZ	34	36	2	4	0
AZ NF	4	8	0	4	0
AZ R	0	0	0	0	0
BC	0	0	0	0	0
Biography	1	0	0	0	0
CD ROM	1	1	0	0	0
CD/AUD	108	114	26	4	0
Christian Fiction	132	151	26	5	0
DVD	1415	1504	68	83	0
Easy Book	8	5	5	1	0
eBook	0	0	2	0	0
Fiction	590	630	84	50	0
Fiction Large Print	332	356	52	16	0
Fiction Paperback	152	150	39	8	0
French	0	0	4	0	0
Graphic Novel	0	2	1	0	0
J Fiction	14	13	4	9	0
J Non-Fiction	3	3	2	0	0
J PBK	0	1	0	0	0
J Spanish	2	2	0	0	0
Jigsaw puzzle	7	4	1	1	0
L	2	3	0	0	0
Large Print Non-Fiction	22	21	2	0	0
Magazine	0	0	0	0	0
Mystery	257	250	26	13	0
Mystery Large Print	55	63	10	1	0
Mystery Paperback	94	108	21	4	0
Native American	1	1	0	0	0
PHA	1	2	1	1	0
Reference	0	0	0	0	0
Romance	1	1	1	0	0
Romance Paperback	47	59	15	6	0
Science Fiction	28	41	5	3	0
	21	22	6	0	0

Science Fiction					
Paperback					
Spanish	9	8	8	0	0
Undefined	7	9	1	1	0
VHS	263	271	5	19	0
Western	14	16	2	2	0
Western Large Print	147	160	20	7	0
Western Paperback	169	201	65	13	0
YA Fiction	36	38	0	2	0
YA Non-Fiction	0	0	0	0	0
YA Paperback	0	0	0	0	0
Total	4360	4688	607	287	0



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, January 13, 2015

Agenda Item #1-a. Consider approval of check series 38347 - 38426, totaling \$227,310.99.

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 38347 - 38426.

Action Requested: Motion to approve the Ledger of Accounts Paid; check series 38347 - 38426.

**Quartzsite Town Council Meeting of
JANUARY 13, 2015
Check Register/ Revenue/ Consent Agenda**

Horizon Community Bank- Begin Check #38347 - 38426

Balances on all cash accounts as of January 9, 2015

Checking Account	\$	2,537,093.32
LGIP Account	\$	697,120.35
WIFA Debt Reserve Account	\$	155,227.58

Total Expensed Dollar Amount for Consent Agenda	\$	355,627.53
Total Payroll for Pay Period Ending 12/20/14	\$	65,235.40
Total Payroll for Pay Period Ending 01/03/15	\$	63,081.14
YTD Total Revenue Dollar Amount for Consent Agenda	\$	1,019,269.94
YTD Total Sewer Cap Revenue as of 01/09/15	\$	4,200.00
YTD Total Sewer Sales Revenue as of 01/09/15	\$	547,729.61
YTD Total Water Cap Revenue as of 01/09/15	\$	11,450.00
YTD Total Water Sales Revenue as of 01/09/15	\$	455,890.33

Report Criteria:

Report type: GL detail

Check Check Number = 38347-38426

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
38361						
12/23/14	38361	Parker Oil Products	42.47	Unleaded Gasoline - Admin	01-130-5024	42.47
12/23/14	38361	Parker Oil Products	1,443.96	Unleaded Gasoline - Police	01-140-5024	1,443.96
12/23/14	38361	Parker Oil Products	424.70	Unleaded Gasoline - Parks	01-180-5024	424.70
12/23/14	38361	Parker Oil Products	934.33	Unleaded Gasoline - Public Works	03-220-5024	934.33
12/23/14	38361	Parker Oil Products	552.10	Unleaded Gasoline - Transit	01-230-5024	552.10
12/23/14	38361	Parker Oil Products	467.16	Unleaded Gasoline - WWTP	15-500-5024	467.16
12/23/14	38361	Parker Oil Products	382.23	Unleaded Gasoline - Water Dept	16-550-5024	382.23
Total 38361:			4,246.95			
38362						
12/23/14	38362	Pitney Bowes Inc	674.05	Quarterly Rental Charges	01-130-5038	674.05
Total 38362:			674.05			
38363						
12/31/14	38363	APS	198.68	Electric Service	01-185-5048	198.68
12/31/14	38363	APS	728.49	Electric Service	01-130-5048	728.49
12/31/14	38363	APS	312.19	Electric Service	01-140-5048	312.19
12/31/14	38363	APS	264.90	Electric Service	01-170-5048	264.90
12/31/14	38363	APS	132.45	Electric Service	01-150-5048	132.45
12/31/14	38363	APS	282.13	Electric Service	01-180-5048	282.13
12/31/14	38363	APS	543.33	Electric Service	03-220-5048	543.33
12/31/14	38363	APS	419.90	Electric Service	03-220-5049	419.90
12/31/14	38363	APS	6,707.55	Electric Service	15-500-5048	6,707.55
12/31/14	38363	APS	6,267.32	Electric Service	16-550-5048	6,267.32
12/31/14	38363	APS	307.27	Electric Service	01-185-5048	307.27
12/31/14	38363	APS	141.39	Electric Service	03-220-5049	141.39
Total 38363:			16,305.60			
38364						
12/31/14	38364	Metlife	499.22	Payroll Payables	01-000-2209	499.22
12/31/14	38364	Metlife	27.34	Dental Premium	01-110-5016	27.34
12/31/14	38364	Metlife	134.84	Dental Premium	01-130-5016	134.84
12/31/14	38364	Metlife	234.13	Dental Premium	01-140-5016	234.13
12/31/14	38364	Metlife	101.75	Dental Premium	01-150-5016	101.75
12/31/14	38364	Metlife	39.68	Dental Premium	01-160-5016	39.68
12/31/14	38364	Metlife	153.91	Dental Premium	01-170-5016	153.91
12/31/14	38364	Metlife	38.09	Dental Premium	01-180-5016	38.09
12/31/14	38364	Metlife	72.33	Dental Premium	01-185-5016	72.33
12/31/14	38364	Metlife	23.81	Dental Premium	01-181-5016	23.81
12/31/14	38364	Metlife	15.87	Dental Premium	01-230-5016	15.87
12/31/14	38364	Metlife	353.66	Dental Premium	03-220-5016	353.66
12/31/14	38364	Metlife	155.52	Dental Premium	15-500-5016	155.52
12/31/14	38364	Metlife	227.24	Dental Premium	16-550-5016	227.24
Total 38364:			2,077.39			
38365						
12/31/14	38365	Quartsite Municipal Court	500.00	Bond From Defendant going toward Town Fine	01-000-2211	500.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 38365:			500.00			
38366						
12/31/14	38366	Vision Service Plan	361.37	Employee Payroll Deduction	01-000-2209	361.37
Total 38366:			361.37			
38367						
12/31/14	38367	Buddy Smith	500.00	Bond Refund: Case #xxxxxx0088	01-000-2211	500.00
Total 38367:			500.00			
38382						
01/08/15	38382	A Toe Truck	130.00	Impound Vehicle Tow - Police	01-140-5035	130.00
Total 38382:			130.00			
38383						
01/08/15	38383	ACC Business	27.52	Phone Services	01-110-5048	27.52
01/08/15	38383	ACC Business	140.84	Phone Services	01-130-5048	140.84
01/08/15	38383	ACC Business	65.63	Phone Services	01-150-5048	65.63
01/08/15	38383	ACC Business	53.08	Phone Services	01-160-5048	53.08
01/08/15	38383	ACC Business	53.09	Phone Services	01-170-5048	53.09
01/08/15	38383	ACC Business	40.53	Phone Services	01-185-5048	40.53
01/08/15	38383	ACC Business	53.08	Phone Services	03-220-5048	53.08
01/08/15	38383	ACC Business	40.53	Phone Services	15-500-5048	40.53
01/08/15	38383	ACC Business	40.08	Phone Services	16-550-5048	40.08
Total 38383:			514.38			
38384						
01/08/15	38384	ADOT Project Reconciliatio	1,343.14	HiJolly Signage & Beautification	03-220-5037	1,343.14
Total 38384:			1,343.14			
38385						
01/08/15	38385	AlSCO - Steiner Corp	387.97	Uniform Cleaning Service - PW	03-220-5022	387.97
01/08/15	38385	AlSCO - Steiner Corp	102.72	Mat Cleaning Services for Town Hall	01-130-5035	102.72
01/08/15	38385	AlSCO - Steiner Corp	91.90	Mat Cleaning Services - Com Ctr	01-185-5035	91.90
Total 38385:			582.59			
38386						
01/08/15	38386	Amazon	76.81	AZ, US & POW Flags - Parks	01-180-5060	76.81
Total 38386:			76.81			
38387						
01/08/15	38387	APS	285.35	Electric Service	03-220-5049	285.35
Total 38387:			285.35			
38388						
01/08/15	38388	Atkins	30,000.00	USDA Bidding Service for Water	15-500-5037	30,000.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 38388:			30,000.00			
38389						
01/08/15	38389	Chevron Usa	34.31	Fuel - Transit	01-230-5024	34.31
01/08/15	38389	Chevron Usa	110.21	Fuel - Administration	01-130-5024	110.21
Total 38389:			144.52			
38390						
01/08/15	38390	Colby & Powell, PLC	11,000.00	Preparation of Audit Financial Statement	01-130-5032	11,000.00
Total 38390:			11,000.00			
38391						
01/08/15	38391	Concentra Occupational H	65.50	Physical Exam - Officer S. Panuco	01-140-5035	65.50
01/08/15	38391	Concentra Occupational H	65.50	Physical Exam - Officer J. Salomon	01-140-5035	65.50
Total 38391:			131.00			
38392						
01/08/15	38392	Connected Computer & Re	160.00	Computer Services - Admin	01-130-5035	160.00
01/08/15	38392	Connected Computer & Re	920.39	Computer Services - Police	01-140-5035	920.39
01/08/15	38392	Connected Computer & Re	80.00	Computer Services - P&Z	01-160-5035	80.00
01/08/15	38392	Connected Computer & Re	397.50	Computer Services - Library	01-170-5035	397.50
Total 38392:			1,557.89			
38393						
01/08/15	38393	Dennis Patterson	25.00	Pest Control 1/8/15	15-500-5035	25.00
01/08/15	38393	Dennis Patterson	37.00	Pest Control 1/8/15	01-130-5035	37.00
01/08/15	38393	Dennis Patterson	33.00	Pest Control 1/8/15	03-220-5035	33.00
01/08/15	38393	Dennis Patterson	30.00	Pest Control 1/8/15	01-140-5035	30.00
01/08/15	38393	Dennis Patterson	60.00	Pest Control 1/8/15	01-185-5035	60.00
Total 38393:			185.00			
38394						
01/08/15	38394	Etherspeak Inc.	10.99	Phone Services	01-110-5048	10.99
01/08/15	38394	Etherspeak Inc.	55.49	Phone Services	01-130-5048	55.49
01/08/15	38394	Etherspeak Inc.	25.84	Phone Services - Magistrate	01-150-5048	25.84
01/08/15	38394	Etherspeak Inc.	20.89	Phone Services - P&Z	01-160-5048	20.89
01/08/15	38394	Etherspeak Inc.	20.89	Phone Services - Library	01-170-5048	20.89
01/08/15	38394	Etherspeak Inc.	15.94	Phone Services - Recreation	01-185-5048	15.94
01/08/15	38394	Etherspeak Inc.	20.89	Phone Services - PW	03-220-5048	20.89
01/08/15	38394	Etherspeak Inc.	15.94	Phone Services - WWTP	15-500-5048	15.94
01/08/15	38394	Etherspeak Inc.	15.94	Phone Services - Water	18-550-5048	15.94
Total 38394:			202.81			
38395						
01/08/15	38395	Gateway Community Colle	87.00	ADEQ Operator Cert Exam 2 - J. Sorensen	15-500-5043	87.00
Total 38395:			87.00			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
38396						
01/08/15	38396	Hach Company	63.71	Lab Supplies	15-500-5050	63.71
Total 38396:			63.71			
38397						
01/08/15	38397	Heinfeld, Meech & Co., P.	70.00	1099 Requirements Webinar - M. Hunt	01-130-5043	70.00
01/08/15	38397	Heinfeld, Meech & Co., P.	75.00	2015 Local & State Gov. Conf.	01-130-5043	75.00
Total 38397:			145.00			
38398						
01/08/15	38398	Jack Pots Portables, Inc.	381.06	Porta Potties for Parks Dept	01-180-5035	381.06
Total 38398:			381.06			
38399						
01/08/15	38399	Janet Collier	54.00	Per Diem: ADOT 5310 Grant Compliance Workshop - 01/	01-230-5043	54.00
Total 38399:			54.00			
38400						
01/08/15	38400	Kansas State Bank	160.92	Principal Capital Lease	01-130-5058	160.92
01/08/15	38400	Kansas State Bank	43.26	Interest Capital Lease	01-130-5057	43.26
Total 38400:			204.18			
38401						
01/08/15	38401	La Paz County Landfill	203.25	12/31/14 - SW - Sludge - WWTP _ Municipal	15-500-5050	203.25
Total 38401:			203.25			
38402						
01/08/15	38402	Litchfield Tactical, LLC	310.80	AZ Post Physical - Chief of Police	01-140-5035	310.80
Total 38402:			310.80			
38403						
01/08/15	38403	Margaret G. Fega	575.80	Polygraph exams: Police Officers	01-140-5082	575.80
Total 38403:			575.80			
38404						
01/08/15	38404	Parker Tree Service	4,400.00	Tree Trimming/Brush Removal (2nd invoice)	03-220-5029	4,400.00
Total 38404:			4,400.00			
38405						
01/08/15	38405	Phoenix Children's Hospital	350.00	Forensic Interview - Minor Child Victim	01-140-5035	350.00
Total 38405:			350.00			
38406						
01/08/15	38406	Purcell Tire Co	410.68	Vehicle parts/tires - PW	03-220-5025	410.68
01/08/15	38406	Purcell Tire Co	219.85	Vehicle parts/tires - Police	01-140-5025	219.85

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 38406:			630.53			
38407						
01/08/15	38407	Quill Corporation	263.53	Office Supplies - Police	01-140-5060	263.53
01/08/15	38407	Quill Corporation	34.04	Office Supplies - Admin	01-130-5022	34.04
01/08/15	38407	Quill Corporation	55.22	Office Supplies - WW	15-500-5022	55.22
01/08/15	38407	Quill Corporation	55.22	Office Supplies - Water	16-550-5022	55.22
01/08/15	38407	Quill Corporation	9.98	Office Supplies - P&Z	01-160-5022	9.98
01/08/15	38407	Quill Corporation	9.97	Office Supplies - Transit	01-230-5022	9.97
01/08/15	38407	Quill Corporation	7.81	office supplies - court	01-150-5022	7.81
01/08/15	38407	Quill Corporation	7.00	office supplies - cemetary	01-185-5022	7.00
01/08/15	38407	Quill Corporation	60.25	office supplies - Admin	01-130-5022	60.25
01/08/15	38407	Quill Corporation	27.95	office supplies - water	16-550-5022	27.95
01/08/15	38407	Quill Corporation	27.95	office supplies - WW	15-500-5022	27.95
01/08/15	38407	Quill Corporation	8.77	office supplies - transit	01-230-5022	8.77
01/08/15	38407	Quill Corporation	16.16	office supplies - P&Z	01-160-5022	16.16
Total 38407:			583.85			
38408						
01/08/15	38408	Smart & Final	107.04	Refreshments for Parade	01-185-5044	107.04
Total 38408:			107.04			
38409						
01/08/15	38409	TABS	1,591.54	Employee Payroll Deduction	01-000-2208	1,591.54
01/08/15	38409	TABS	255.77	Employee Payroll Deduction	01-110-5016	255.77
01/08/15	38409	TABS	1,058.14	Employee Payroll Deduction	01-130-5016	1,058.14
01/08/15	38409	TABS	2,664.16	Employee Payroll Deduction	01-140-5016	2,664.16
01/08/15	38409	TABS	988.36	Employee Payroll Deduction	01-150-5016	988.36
01/08/15	38409	TABS	491.86	Employee Payroll Deduction	01-160-5016	491.86
01/08/15	38409	TABS	1,090.18	Employee Payroll Deduction	01-170-5016	1,090.18
01/08/15	38409	TABS	472.19	Employee Payroll Deduction	01-180-5016	472.19
01/08/15	38409	TABS	393.49	Employee Payroll Deduction	01-185-5016	393.49
01/08/15	38409	TABS	2,864.55	Employee Payroll Deduction	03-220-5016	2,864.55
01/08/15	38409	TABS	196.75	Employee Payroll Deduction	01-230-5016	196.75
01/08/15	38409	TABS	255.77	Employee Payroll Deduction	01-181-5016	255.77
01/08/15	38409	TABS	1,469.95	Employee Payroll Deduction	15-500-5016	1,469.95
01/08/15	38409	TABS	1,863.45	Employee Payroll Deduction	16-550-5016	1,863.45
Total 38409:			15,656.16			
38410						
01/08/15	38410	Tamco Capital Corp.	115.80	Phone Services - M&C	01-110-5048	115.80
01/08/15	38410	Tamco Capital Corp.	592.66	Phone Services - Admin	01-130-5048	592.66
01/08/15	38410	Tamco Capital Corp.	276.20	Phone Services - Magistrate	01-150-5048	276.20
01/08/15	38410	Tamco Capital Corp.	223.38	Phone Services - P&Z	01-160-5048	223.38
01/08/15	38410	Tamco Capital Corp.	223.38	Phone Services - Library	01-170-5048	223.38
01/08/15	38410	Tamco Capital Corp.	170.57	Phone Services - Rec	01-185-5048	170.57
01/08/15	38410	Tamco Capital Corp.	223.38	Phone Services - PW	03-220-5048	223.38
01/08/15	38410	Tamco Capital Corp.	170.58	Phone Services - WWTP	15-500-5048	170.58
01/08/15	38410	Tamco Capital Corp.	168.62	Phone Services - Water	16-550-5048	168.62
Total 38410:			2,164.57			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
38411						
01/08/15	38411	Tolmasoff Insurance Agenc	2,940.09	Liability insurance - Down Payment	01-185-5046	2,940.09
01/08/15	38411	Tolmasoff Insurance Agenc	5,880.18	Liability Insurance - Down Payment	01-130-5046	5,880.18
01/08/15	38411	Tolmasoff Insurance Agenc	13,965.40	Liability Insurance - Down Payment	01-140-5046	13,965.40
01/08/15	38411	Tolmasoff Insurance Agenc	2,205.07	Liability Insurance - Down Payment	01-150-5046	2,205.07
01/08/15	38411	Tolmasoff Insurance Agenc	2,205.07	Liability Insurance - Down Payment	01-170-5046	2,205.07
01/08/15	38411	Tolmasoff Insurance Agenc	27,195.80	Liability Insurance - Down Payment	03-220-5046	27,195.80
01/08/15	38411	Tolmasoff Insurance Agenc	3,675.11	Liability Insurance - Down Payment	01-230-5046	3,675.11
01/08/15	38411	Tolmasoff Insurance Agenc	8,820.26	Liability Insurance - Down Payment	15-500-5046	8,820.26
01/08/15	38411	Tolmasoff Insurance Agenc	6,615.21	Liability Insurance - Down Payment	16-550-5046	6,615.21
Total 38411:			73,502.19			
38412						
01/08/15	38412	Universal Police Supply Co	455.86	Uniform Allowance - J. Saloman	01-140-5019	455.86
01/08/15	38412	Universal Police Supply Co	1,317.68	Uniform Allowance - E. Rentro	01-140-5019	1,317.68
01/08/15	38412	Universal Police Supply Co	415.85	Uniform Allowance - X. Frausto	01-140-5019	415.85
Total 38412:			2,189.39			
38413						
01/08/15	38413	Verizon Wireless	35.89	Cell Phone Services - P&Z	01-160-5048	35.89
01/08/15	38413	Verizon Wireless	61.02	Cell Phone Services - Transit	01-230-5048	61.02
01/08/15	38413	Verizon Wireless	120.74	Cell Phone Services - Admin	01-130-5048	120.74
01/08/15	38413	Verizon Wireless	91.53	Cell Phone Services - Park	01-180-5048	91.53
01/08/15	38413	Verizon Wireless	117.35	Cell Phone Services - Rec	01-185-5048	117.35
01/08/15	38413	Verizon Wireless	40.97	Cell Phone Services - PW	03-220-5048	40.97
01/08/15	38413	Verizon Wireless	65.33	Cell Phone Services - WWTP	15-500-5048	65.33
01/08/15	38413	Verizon Wireless	164.17	Cell Phone Services - Water	16-550-5048	164.17
Total 38413:			697.00			
38414						
01/08/15	38414	Visa	346.92	Hotel: ADOT Training - J. Collier	01-230-5043	346.92
01/08/15	38414	Visa	120.87	Hotel: Payroll Essentials Training - M. Hunt	01-130-5043	120.87
01/08/15	38414	Visa	120.89	Hotel: Payroll Essentials Training - K. Tunnell	01-130-5043	120.89
01/08/15	38414	Visa	244.00	Phoenix Marriott: Norm Simpson League Training	01-110-5043	244.00
01/08/15	38414	Visa	244.00	Phoenix Marriott: R. St. Germain League Training	01-110-5043	244.00
01/08/15	38414	Visa	2.67	Visa - Anual Fee	15-500-5051	2.67
01/08/15	38414	Visa	2.67	Visa - Anual Fee	16-550-5051	2.67
01/08/15	38414	Visa	2.67	Visa - Anual Fee	01-160-5051	2.67
01/08/15	38414	Visa	2.67	Visa - Anual Fee	01-230-5051	2.67
01/08/15	38414	Visa	2.66	Visa - Anual Fee	01-170-5051	2.66
01/08/15	38414	Visa	2.66	Visa - Anual Fee	01-150-5051	2.66
01/08/15	38414	Visa	2.66	Visa - Anual Fee	01-130-5051	2.66
01/08/15	38414	Visa	2.67	Visa - Anual Fee	03-220-5051	2.67
01/08/15	38414	Visa	2.67	Visa - Anual Fee	01-180-5051	2.67
Total 38414:			1,100.68			
38415						
01/08/15	38415	Ward Law Offices, PLLC	3,200.00	Prosecutorial Services	01-150-5073	3,200.00
Total 38415:			3,200.00			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
38416						
01/08/15	38416	West Payment Center	135.35	AZ Rules Of Court State 2014 Pamphletof Court Pamphle	01-150-5051	135.35
Total 38416:			135.35			
38417						
01/08/15	38417	Yuma Nursery Supply	1,086.56	Irrigation Supplies	01-180-5060	1,086.56
Total 38417:			1,086.56			
38418						
01/08/15	38418	Atkins	18,000.00	Preliminary Engineering - Water Dept	16-550-5037	18,000.00
Total 38418:			18,000.00			
38419						
01/08/15	38419	Gateway Community Colle	87.00	ADEQ Operator Cert Exam 2 - J. Sorensen	15-500-5043	87.00
Total 38419:			87.00			
38420						
01/08/15	38420	Idexx Distribution, Inc.	214.73	Lab Supplies - WW	15-500-5052	214.73
Total 38420:			214.73			
38421						
01/08/15	38421	Quill Corporation	52.95	Office Supplies - Admin	01-130-5022	52.95
01/08/15	38421	Quill Corporation	150.73	Office Supplies - Police	01-140-5060	150.73
01/08/15	38421	Quill Corporation	10.69	Office Supplies - Court	01-150-5022	10.69
01/08/15	38421	Quill Corporation	27.83	Office Supplies P&Z	01-160-5022	27.83
01/08/15	38421	Quill Corporation	16.53	Office Supplies - Library	01-170-5022	16.53
01/08/15	38421	Quill Corporation	17.50	Office Supplies - PW	03-220-5022	17.50
01/08/15	38421	Quill Corporation	16.04	Office Supplies - Transit	01-230-5022	16.04
01/08/15	38421	Quill Corporation	76.20	Office Supplies - Waste Water	15-500-5022	76.20
01/08/15	38421	Quill Corporation	76.19	Office Supplies - Water	16-550-5022	76.19
01/08/15	38421	Quill Corporation	53.50	Office Supplies - Cemetery	01-181-5060	53.50
Total 38421:			498.16			
38422						
01/08/15	38422	American Auto Parts LLC	1,523.02	Auto Parts - PW	03-220-5025	1,523.02
01/08/15	38422	American Auto Parts LLC	5.59	Auto Parts - PD	01-140-5025	5.59
01/08/15	38422	American Auto Parts LLC	8.44	Auto Parts - Park	01-180-5025	8.44
Total 38422:			1,537.05			
38423						
01/08/15	38423	Atkins	2,615.13	Quail Trail Well - Water Dept	16-550-5037	2,615.13
01/08/15	38423	Atkins	4,294.38	Peliminary Engineer/Review Ground - Water	16-550-5037	4,294.38
01/08/15	38423	Atkins	516.00	On-call Engineering Svcs - Water Dept	16-550-5037	516.00
Total 38423:			7,425.51			
38424						
01/08/15	38424	River City Newspapers	156.94	2 Week ad - Magistrate Court Clerk	01-150-5035	156.94

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 38424:			156.94			
38425						
01/09/15	38425	Az Mun. Risk Retention Po	342.00	Municipality Liability Insurance	01-110-5015	342.00
01/09/15	38425	Az Mun. Risk Retention Po	461.00	Municipality Liability Insurance	01-130-5015	461.00
01/09/15	38425	Az Mun. Risk Retention Po	7,165.00	Municipality Liability Insurance	01-140-5015	7,165.00
01/09/15	38425	Az Mun. Risk Retention Po	139.00	Municipality Liability Insurance	01-150-5015	139.00
01/09/15	38425	Az Mun. Risk Retention Po	42.00	Municipality Liability Insurance	01-160-5015	42.00
01/09/15	38425	Az Mun. Risk Retention Po	172.00	Municipality Liability Insurance	01-170-5015	172.00
01/09/15	38425	Az Mun. Risk Retention Po	749.00	Municipality Liability Insurance	01-180-5015	749.00
01/09/15	38425	Az Mun. Risk Retention Po	145.00	Municipality Liability Insurance	01-185-5015	145.00
01/09/15	38425	Az Mun. Risk Retention Po	7,752.00	Municipality Liability Insurance	03-220-5015	7,752.00
01/09/15	38425	Az Mun. Risk Retention Po	624.00	Municipality Liability Insurance	01-230-5015	624.00
01/09/15	38425	Az Mun. Risk Retention Po	238.00	Municipality Liability Insurance	01-181-5015	238.00
01/09/15	38425	Az Mun. Risk Retention Po	930.00	Municipality Liability Insurance	15-500-5015	930.00
01/09/15	38425	Az Mun. Risk Retention Po	1,730.00	Municipality Liability Insurance	16-550-5015	1,730.00
01/09/15	38425	Az Mun. Risk Retention Po	222.00	Municipality Liability Insurance	01-140-5089	222.00
Total 38425:			20,711.00			
38426						
01/09/15	38426	River City Newspapers	33.63	2nd week: Ad for Permit Clerk Temporary	01-160-5033	33.63
Total 38426:			33.63			
Grand Totals:			227,310.99			
Grand Totals:			227,310.99	227,310.99-		.00

Report Criteria:

Report type: GL detail

Check, Check Number = 38347-38426



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, January 13, 2015

Agenda Item #1-b Consider approval of the minutes of the Special Meeting of December 19, 2014 and the Regular Meeting of December 23, 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 Special Meeting of December 19, 2014 and the Regular Meeting of December 23, 2014.

Action Requested: Motion to approve the minutes of the Special Meeting of December 19, 2014 and the Regular Meeting of December 23, 2014.

MINUTES
TOWN OF QUARTZSITE
SPECIAL MEETING OF THE COMMON COUNCIL
FRIDAY, DECEMBER 19, 2014, 1:00 PM

CALL TO ORDER: 1:00 p.m.

INVOCATION: None.

PLEDGE OF ALLEGIANCE: Led by Council Member Kelley.

ROLL CALL:

Present: Mayor Foster, Vice Mayor Simpson, Council Member Kelley, Council Member Warner, Council Member Orgeron, Council Member Davidson, Council Member St. Germain.

STAFF PRESENT: Skylor Miller, Town Manager; Susan Goodwin, Town Attorney; and Tina Abriani, Town Clerk

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

ADMINISTRATIVE ITEMS:

1. EXECUTIVE SESSION

- An executive session pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration of employment of H. Ernest Renfro as Interim Chief of Police.
- 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 (i) a contract with H. Ernest Renfro as Interim Chief of Police, and (ii) a contract with La Paz County to provide services for the Quartzsite Police Department that are the subject of negotiations.

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

ADJOURN TO EXECUTIVE SESSION: 1:02 p.m.

RETURN TO OPEN SESSION: 2:20 p.m.

The Mayor called the Open Session back to order at 2:20 p.m.

ROLL CALL:

Present: Mayor Foster, Vice Mayor Simpson, Council Member Kelley, Council Member Warner, Council Member Orgeron, Council Member Davidson, Council Member St. Germain.

STAFF PRESENT: Skylor Miller, Town Manager; Susan Goodwin, Town Attorney; and Tina Abriani, Town Clerk

2. INTERIM POLICE CHIEF CONTRACT – Possible approval of a contract with H. Ernest Renfro as Interim Police Chief.

The Mayor said the people in the audience deserve to know what the Council is thinking.

Council Member St. Germain stated the Council interviewed Mr. Renfro, checked his qualifications and found that he is very well qualified for the position of Interim Chief of Police here in Quartzsite. Council Member St. Germain said Mr. Renfro wants to be here and has a positive attitude.

Council Member St. Germain advised that Mr. Renfro's salary would be \$82,500; which is well within the budget. Council Member St. Germain said, as a Council Member for the Town of Quartzsite, he thinks Mr. Renfro will be a positive influence for the our community.

Council Member Orgeron spoke regarding Mr. Renfro's attitude and belief about community policing, that it needs to be a priority and he would make it such.

Council Member Kelley advised that Mr. Renfro comes with experience and wants to come to Quartzsite and she welcomes him.

Vice Mayor Simpson advised that time of the essence and Mr. Renfro is a good, qualified candidate. Vice Mayor Simpson said we need to move forward because the season will start soon, if it has not started already, and Mr. Renfro is available to start. Vice Mayor Simpson advised that what he just said and 'welcome aboard' would be his only input.

Council Member Warner stated Mr. Renfro's variety of experience with different law enforcement agencies, including walking a 'beat' and work in the drug administration, need to be reinforced here is Quartzsite.

Mayor Foster stated Mr. Renfro's background, experience and general demeanor would be a great asset to the Town of Quartzsite. Mayor Foster advised he still has reservations about choosing this path. Mayor Foster noted the majority of the Council seems to be in favor.

Vice Mayor Simpson moved to enter into an agreement with Ernest Renfro as Interim Police Chief and **Council Member Kelley** seconded the motion. The Mayor called for a roll call vote.

Roll Call Vote: Motion carried by roll call vote (summary: Yes = 5; No = 2).
Yes: Council Member Kelley, Council Member Orgeron, Council Member St. Germain, Council Member Warner, Vice Mayor Simpson; No: Mayor Foster and Council Member Davidson

3. INTERGOVERNMENTAL AGREEMENT WITH LA PAZ COUNTY SHERIFF'S DEPARTMENT – Possible direction to staff to prepare an agreement for the December 23, 2014 Regular Town Council Meeting.

Council Member Orgeron moved to table Item 3 for an indefinite time period and **Council Member Kelley** seconded the motion. The vote was unanimous. **Motion Passed.**

Vice Mayor Simpson moved to adjourn and **Council Member Warner** seconded the motion. The vote was unanimous. **Motion Passed.**

ADJOURNMENT: 2:25 p.m.

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting of December 19, 2014, of the Town Council of Quartzsite, Arizona, held on December 19, 2014.

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

DATED this 13th day of January 2015

Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

Ed Foster, Mayor

MINUTES
TOWN OF QUARTZSITE
REGULAR MEETING OF THE COMMON COUNCIL
TUESDAY, DECEMBER 23, 2014, 7:00 PM

CALL TO ORDER: 7:00 p.m.

INVOCATION: Led by Pastor Bruce.

PLEDGE OF ALLEGIANCE: Led by Council Member St. Germain.

ROLL CALL:

Present: Mayor Foster, Vice Mayor Simpson, Council Member Kelley, Council Member Warner, Council Member Orgeron, Council Member Davidson, Council Member St. Germain.

STAFF PRESENT: Skylor Miller, Town Manager; Susan Goodwin, Town Attorney; and Tina Abriani, Town Clerk

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

CONSENT AGENDA:

1-a. LEDGER OF ACCOUNTS PAID – Consider approval of check series 38268 - 38346, totaling \$187,007.12.

Council Member Orgeron moved to approve the Consent Agenda as amended and Vice Mayor Simpson seconded the motion. The vote was unanimous. Motion Passed.

The Mayor removed check 38293 to Atkins Engineering and asked Town Manager Miller to explain the payment publicly. He also asked that the invoice from REDW be explained.

Council Member Orgeron removed check 38328 to REDW, LLC.

Council Member St. Germain removed check 38323, for tree trimming and brush removal for \$6,600, and check 38301, computer services, \$2,422.50.

The Mayor called for a basic outline regarding check 38293 to Atkins, for sewer and water engineering services.

Town Manager Miller advised the services are broken down between water and wastewater. They include engineering design services for Scott Lane; Showplace Lane;

water supply evaluation; and the Quail Trail Well Rehabilitation, for which money would have been, at least in part, reimbursed through the Block Grant the Town received. Town Manager Miller stated there was some review of some projects going on within the Town, such as private ventures, which needed to be reviewed for potential sewer and water connections.

The Mayor asked for the name of the Town Engineer.

Town Manager Miller responded the Engineer of Record is Kevin Murphy. Town Manager Miller advised that Kevin Murphy has recently left Atkins Engineering. Town Manager Miller said Linda Potter and her staff at Atkins, have taken over primarily, but they are still working with Kevin Murphy as he is still named.

The Mayor asked if arrangements have been made to formalize the change of engineer.

Town Manager Miller advised he met with Linda Potter of Atkins last week. She will update the scope of work which Town Manager Miller will bring to Council.

Council Member Orgeron stated his issue with the REDW check is the previously asked for and not received documents and status of the audits.

The Mayor asked if all final papers were turned over to the Town as the Council instructed.

Town Attorney Goodwin responded that it appears all the files have been received and look complete. She did a review of them and prepared a summary memorandum to the Town Manager of the status of each of the cases. She advised she plans to meet with Town Manager Miller next week to discuss the next steps for each case.

The Mayor asked if the Town and REDW are finally severed. Town Attorney Goodwin said yes.

Town Manager Miller explained the invoice for this payment, check number 38328, is for service dates from October 9, 2014 to November 25, 2014 which was prior to the Council's action to have REDW cease performing audits for the Town.

Council Member Orgeron asked when the Council would get the paperwork it requested.

There was discussion of the confidentiality of sales tax information; how many businesses were actually audited during a previously specified time period; and how much money was collected due to those audits as compared to how much money was spent on the audits.

Town Manager Miller advised that as soon as Town Attorney Goodwin and he can go through the records from Ronal Coleman they will be able to provide the requested

information. Town Manager Miller stated they will begin work on the project Monday morning.

Council Member St. Germain asked about check 38323, in the amount of \$6,600 for tree trimming and brush removal.

Town Manager Miller called Emmett Brinkerhoff, Director of Public Works, to speak regarding the expenditure.

Mr. Brinkerhoff explained the task could not be completed by the Town because it does not have the equipment to do it. For the Town to do the brush removal without the equipment, thirty-five days of work by the entire Public Works Department and the entire Parks Department would be required.

There was discussion of burning the brush; beautifying the area for the citizens, and eliminating a cause for concern of flooding.

Council Member St. Germain asked about check 38301 for computer services, in the amount of \$2,422.50.

Town Manager Miller explained the payment covers mostly break fix and telephone issues within all departments.

Council Member St. Germain expressed concern regarding spending quite a bit of money over the last six months on a system that still appears to not be working. He advised that he is curious as to why the Town is investing so much money in this repair company.

Town Manager Miller explained the Town has a very fragile, hodgepodge network. He said he is looking at moving away from the current format of just dealing with just break fix issues with this vendor and going with a more comprehensive managed service provider.

Council Member Kelley directed staff to look into the problem, and see if something can be done, regarding the brush being discarded at the location with the clean-up that Mr. Brinkerhoff explained.

The Mayor moved to approve the four checks (38323 38328 38293 and 38301) and Council Member St. Germain seconded the motion. The vote was unanimous. Motion Passed.

1-b. MINUTES – Consider approval of the minutes of the Special Meeting of December 3, 2014; the Work Session of December 3, 2014, the Regular Meeting December 9, 2014; and the Special Meeting of December 16, 2014.

PUBLIC HEARING:

- 2. PUBLIC HEARING - Conduct hearing and consider recommending approval of a Special Event Liquor License for a Quartzsite Rotary Club Sponsored Chili Shoot Out at Tyson Wells.**

Judy Clark, the Quartzsite Rotary Club Treasurer, spoke regarding the event for which the Club is requesting a Special Event Liquor License. The event, the Chili Shoot Out at Tyson Wells, will be held Saturday, February 28, 2015 from 11:00 a.m. to 3:00 p.m. The beer garden will be outside.

Ms. Clark advised the event will be CASI sanctioned and people from all over are expected to attend. There will be a fastest gun contest with actors doing a showdown; raffles and possibly portraits.

Vice Mayor Simpson told everyone the last CASI sanctioned Chili Cook-Off held in Quartzsite was in 2010.

Ms. Clark added that after the chili cook-off, The Legends of Country Music event will take place.

Vice Mayor Simpson moved to approve the liquor license for the special event for the Quartzsite Rotary Club for the Chili Shoot Out at Tyson Wells and Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.

ADMINISTRATIVE ITEMS:

- 3. AGENDA FORMAT – Discussion and possible action regarding changes to the format of the current Council Agenda.**

Town Manager Miller stated that, at the request of Council, this has been added to the agenda to discuss what the Council would like to see on the agenda. He asked that the Council provide direction on how to change the format, if needed.

Council Member St. Germain asked that the executive sessions with no related agenda items afterward be listed at the end of the agenda.

Council Member Davidson asked how the Council feels regarding having a call to the public at the beginning of the meeting.

Council Member Kelley stated she likes it where it is on the agenda.

The Mayor noted one aspect of a call to the public at the beginning of the meeting, is public input on agenda items before the items are voted on by the Council can be heard. He stated it is probably something worthwhile to try.

The Mayor would like to remove the approval and amendments of the agenda. He said if something is on the agenda it should be discussed.

Council Member Davidson stated he agreed with that.

Vice Mayor Simpson said sometimes the order of the items on the agenda makes a big difference.

The Mayor said the Council can change the order without the agenda item for approval of the agenda.

Council Member Orgeron asked if that is more of a procedural aspect.

The Mayor advised the item has been used to remove items from the agenda, which he doesn't think is doing a service to the public.

Council Member Warner asked whether, if there is something on the agenda, it can still be removed or changed to another meeting.

The Mayor advised that the Council can still vote to table an agenda item.

Town Attorney Goodwin advised there is a code provision regarding the order of business of Council meetings. She stated she would need to bring back a very simple amendment to the code.

The Mayor directed staff to remove approval of the agenda and amendments of the agenda and to move the call to the public to after the roll call.

Council Member Davidson asked if it is still true that any Council Member could put anything on the agenda

The Mayor said absolutely.

Mike Jewitt, former Council Member, spoke regarding removing the reference to *no discussion of agenda items* stated on the agenda and public discussion.

Jennifer Jones suggested that the reports from the Mayor, Council and the Town Manager be moved to the beginning of the meeting. She stated the public has a lot of interest in those reports and, in case they need to leave early, they could be held at the beginning of the meeting. Ms. Jones advised that Tom Brady the new Mayor of Bullhead City made a public statement at his first meeting that all items are open to the public. She spoke of having two different times during the meeting for public comment. She also spoke of time limits and possibly codifying the time limits.

There was discussion regarding having two calls to the public in each meeting.

The Mayor directed the Town Attorney to make some changes to the Town Code for the Council's approval.

- 4. ALTERNATE ELECTED DESIGNEE(S) – Consider nomination and approval of one or more additional Alternate Elected Designee(s) for purposes of signing bank drafts and checks on behalf of the Town, per Resolution No. 13-08.**

Town Manager Miller read aloud directly from Resolution No. 13-08:

Every warrant, check or bank draft endorsed or issued on behalf of the Town shall be signed by two (2) persons specifically authorized by the Mayor and Council through adoption of this Resolution and appointment as set forth herein.

The authorized signers on warrants, checks, bank drafts and endorsements shall be one Elected Designee and one Staff Designee.

The Town Manager will be considered the Primary Staff Designee.

A member of Town Council will be designated by a vote of the majority of Council and will be considered a Primary Elected Designee. The Primary Elected Designee will have signing authority for a period of two years, or until the designated Council Member's term in office expires, whichever is first. Notwithstanding the foregoing, the Council may rescind signing authority at any time by a majority vote and approval of a different Council Member to the position of Primary Elected Designee.

Three Alternates will have signing authority in the event that one of the Primary Designees is unavailable, including as a result of a conflict of interest for divided loyalty.

Council Member Davidson said he feels only Council Members should sign checks and not employees.

Judy Clark of Horizon Community Bank said she thought she knew why the procedure was changed from all Council Members as signers to only selected designees as signers. She said the bank could never get the entire Council to sign at the bank to be an authorized signer, which is required by the bank.

Town Manager Miller advised the discussion regarding how to move forward on this in the long term, should be halted and in the near future, if Council so chooses, the resolution can be repealed and replaced with a resolution listing what Council wants as policy. He stated the resolution being discussed still stands and that Council needs to take action to fulfill the language of the current resolution, which is to designate one Alternate Elected Designee.

Council Member Orgeron moved to nominate the check signers from the Council Members to be Carol Kelley, Gunny St. Germain and Hal Davidson. **Vice Mayor Simpson seconded** the motion. The vote was unanimous. **Motion Passed.**

5. **REPRESENTATIVE FOR LPCAC – Discussion and possible action to appoint an elected official to serve on the Western Arizona Council of Governments’ La Paz County Advisory Council (LPCAC).**

The Mayor suggested that Agenda Item 5 and Agenda Item 6 be combined.

6. **REPRESENTATIVE FOR THE EXECUTIVE COMMITTEE Discussion and possible action to appoint an elected official to serve on the Western Arizona Council of Governments’ Executive Committee.**

Town Manager Miller explained WACOG, the Western Arizona Council on Governments, and the opportunities and advantages members receive.

Town Manager Miller recommended that the same Council Member serve on both of those committees, the LPCAC and the Executive Committee.

Council Member Davidson asked if a decision must be made right away.

Town Manager Miller said the decision could be put off to the first January meeting.

The Mayor tabled the agenda item and advised anyone who wants to do this and has the time drop a note or a memo to Town Manager Miller and it will constitute a nomination and will be voted on at the next meeting.

Council Member Orgeron moved to table Items 5 and 6 to the next regular meeting. Council Member Davidson seconded the motion. The vote was unanimous. Motion Passed.

7. **PURCHASE OF PUBLIC WORKS EQUIPMENT - Discussion and possible action to authorize the purchase of a vehicle lift for the Public Works Department.**

Town Manager Miller advised the current vehicle lift was found defective during a recent inspection. Repair costs were above \$3,500. After auctioning off the current lift, replacing the lift would approximately the same.

Emmett Brinkerhoff spoke about the existing lift and its defects.

Council Member Kelley asked if there is money in the budget to cover it. Town Manager Miller explained there is money in the budget for it.

Council Member St. Germain asked questions about the inspection that was done; preventative maintenance; repairs needed a long time ago; pre-inspection before the lift is used each day; safety procedures; and liability regarding the piece of equipment or the workers using the equipment.

Council Member St. Germain asked what is being done to alleviate the problem.

Mr. Brinkerhoff explained there will be corrections. There will be service records, yearly inspections and operators will be trained to use the lift.

The Mayor asked about having the services the lift is needed for, such as oil changes and tire changes, performed outside of Public Works, in the community.

Mr. Brinkerhoff explained the results of his research to determine the difference in cost of Public Works doing the work compared to having the work done elsewhere. He determined it would be much less expensive and safer if the Town were to do the work.

Quotes and pricing of three agencies were reviewed.

The Mayor asked if the quotes include installation.

Mr. Brinkerhoff explained the quotes and discounts.

Vice Mayor Simpson moved for approval for the purchase of a vehicle lift for the Public Works Department and **Council Member Kelley seconded** the motion.

Town Attorney Goodwin advised there needs to be a vote to choose a company from the quotes.

Vice Mayor Simpson withdrew his motion and **Council Member Kelley withdrew** her motion.

Vice Mayor Simpson moved to authorize the purchase of a vehicle lift for the Public Works Department from Garage Equipment Supply for \$7,285 plus tax. Council Member Kelley seconded the motion. The vote was unanimous. **Motion Passed.**

8. **APS FRANCHISE AGREEMENT - Discussion and possible action to repeal Resolution No. 14-10 and adopt a resolution to approve a Franchise Agreement with Arizona Public Service and call a Special Election for March 10, 2015.**

The Mayor asked why this item is on the agenda again.

Town Manager Miller said this franchise agreement is very similar to the last franchise agreement that was approved by Council. He advised that APS has requested to change the contract language to accommodate the Town's scalability of the franchise. Town Manager Miller said APS is looking for is a process for notifying APS and then a transition period so that the Town does not ask for them to back bill.

Town Attorney Goodwin advised APS's legal department stated there is additional language needed that is not negotiable. Town Attorney Goodwin stated the only

difference is on the second page of Section 6, related to the Town giving thirty days' written notice to APS to implement a changed franchise fee.

Town Attorney Goodwin explained the Town had requested the ability to change the franchise fee and APS is trying to protect itself. She advised the Town must provide APS notice if the Town ever adopts a resolution changing the franchise fee and if the Town does not give notice, APS will not be required to retroactively collect and pay the franchise fee.

Town Manager Miller advised that in order to meet the ballot deadline, it has to be approved tonight and the approvals have to be sent to the County this evening.

Council Member Orgeron moved to repeal Resolution No. 14-10 and adopt Resolution No. 14-11 to approve a Franchise Agreement between the Arizona Public Service and call a Special Election for March 10, 2015. Vice Mayor Simpson seconded the motion. The vote was unanimous. Motion Passed.

9. ALL MAIL ELECTION - Discussion and possible action to have an all 'Vote by Mail Election' for the Special Election to be held on March 10, 2015.

There was discussion regarding an all-mail election. Two benefits were noted: money savings and greater voter turn-out.

Town Attorney Goodwin advised that State statutes authorize this type of election.

Town Manager Miller advised that La Paz County will be assuming the cost of the Special Election to be held on March 10, 2015.

Vice Mayor Simpson moved to approve an all vote by mail election for the Special Election to be held on March 10, 2015 and Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.

10. LA PAZ COUNTY ECONOMIC DEVELOPMENT CORPORATION - Discussion and possible approval of an agreement to join the La Paz County Economic Development Corporation.

Town Manager Miller asked the Council look at the Draft Program Services Agreement between the La Paz Economic Development Corporation and the Town of Quartzsite.

Town Manager Miller stated that at the last regular Council Meeting, Skip Becker of the La Paz County Economic Development Corporation gave a presentation regarding the Town of Quartzsite joining the organization. After the presentation, the Council asked that Skip Becker provide a proposal from the La Paz County Economic Development Corporation.

Town Manager Miller advised the proposal offers the Town of Quartzsite a representative on the board. He stated the cost for the initial term would be \$7,500, which is a significant cost saving.

Council Member Orgeron asked a question regarding the Draft Program Services Agreement. He advised the proposal states: the Town Manager or his or her designee shall receive notice of and may attend all meetings. Council Member Orgeron stated that does not mean the Town actually gets a seat on the Board; it is an invitation to attend the meetings.

Skip Becker was in attendance and approached the podium to speak at the behest of Town Manager Miller.

Skip Becker advised it should be part of the proposal that the Town have a designee that the Town appoints to a seat on the Board because all public entities that have made a contribution are entitled to a seat on the Board per the Corporation's by-laws.

Council Member Orgeron said the agreement does not say the Town will have a seat on the Board.

Mr. Becker replied that the draft agreement with the Town of Quartzsite is the same agreement that La Paz County Economic Development Corporation has with the Town of Parker and they have a designee.

Council Member Orgeron asked what the Town of Parker pays.

Mr. Becker answered \$15,000.

Council Member Orgeron asked why there is a difference, from \$15,000 to \$7,500, in costs for the two Towns.

Mr. Becker replied that originally the organization was going to present, in the proposal, a cost of \$10,000. Mr. Becker said they determined to bring Quartzsite in at a lower rate, just to start business with Quartzsite by giving it a break in the cost to join.

Council Member Orgeron stated his biggest issue is that citizens want transparency, but with the La Paz County Economic Development Corporation the Town cannot be transparent because everything is behind closed doors, including who the partners are and what the projects are.

Mr. Becker advised many projects have been made public. He listed Tesla, Hampton Inn in Parker, Rose Acres Farms in Bouse, and the L & G Facility in Ehrenberg.

Council Member Orgeron asked about jobs and Mr. Becker spoke about that and the proximity of the Town to other Town's projects that need workers.

Council Member Davidson asked if the Town would pay this amount every year or if the price would increase.

Mr. Becker said the La Paz County Economic Development Corporation has entered into that contract with the Town and will honor it for years to come. He explained the Town of Quartzsite voluntarily increased their contribution.

Vice Mayor Simpson advised that the Town's former general plan requested an onsite Town employee as Economic Development Director and one could guess that would be \$75,000 plus per year plus benefits. Vice Mayor Simpson stated that Mr. Becker is offering the same service at ten percent of the cost.

The Mayor asked Mr. Becker for a better document that stipulates the Town of Quartzsite will have a voting board member, before the Council signs.

Council Member Orgeron asked Mr. Becker to provide the by-laws of the La Paz County Economic Development Corporation.

Council Member Kelley stated, at the present time, because the sewer plant is not up to date, Mr. Becker cannot bring the Town any new businesses into the Town's limits.

Mr. Becker said the sewer is part of economic sustainability.

There was discussion of the Town's infrastructure and the Town's future that would be economically stable with the help of the La Paz County Economic Development Corporation.

Council Member Orgeron suggested that the Council revisit this proposal when the sewer capacity is increased.

Mr. Becker advised that the usual lead time for a project is eighteen months.

Mr. Becker said they would be providing projects in the area to keep the people in Quartzsite.

There was discussion regarding employment in La Paz County.

The Mayor asked for a motion to table the matter and to have the requested paperwork provided to the Council.

Council Member Orgeron moved to table Item 10 to the next regular Council meeting. Council Member St. Germain seconded the motion. The vote was unanimous. Motion Passed.

COMMUNICATIONS:

Reports from the MAYOR on current events.

None

Reports from the COUNCIL on current events.

Council Member Orgeron stated that he talked to Norma Crooks recently. He said she wanted him to extend to the community her heartfelt thanks for the calls, the cards and support for herself and Darryl.

Council Member Kelley stated that she talked to Herman Konyen by phone. He looks forward to attending a Council meeting in January 2015.

Council Member Kelley said she owed the community a thank you for a wonderful thing at the food bank. She stated the Food Bank will now have Friends of the Quartzsite Food Bank. She said someone paid for the Food Bank's freezer repair and it is now working.

Council Member Warner advised everyone that Carol Callison's husband was in a car wreck over the weekend and is now in an ICU in California. She said if they could get the prayers of the community, they certainly could use them.

Council Member St. Germain reminded everyone that on January 10, 2015 at 10:00 a.m. the Hi Jolly Days Parade will take place. He said Veterans rock and asked that everyone get out there and participate and have a good time.

Reports from the TOWN MANAGER to the Council.

Town Manager Miller advised that the Town of Quartzsite was required to provide, to the U.S. Bureau of Reclamation and Arizona Department of Water Resources, a draft report of how the Town plans to use its allocation of Colorado River water by the end of December, 2014. A DRAFT report, prepared by Atkins was submitted today to meet the deadline requirement. Town Manager Miller stated it was understood that Council approval of the report is required before it is finalized. A work session may be scheduled regarding this document.

Town Manager Miller advised that the 2015 Community Development Block Grant cycle is beginning and the Town must submit a letter of intent to the Arizona Department of Housing, by the end of February 2015, stating the Town will be pursuing a block grant.

COMMUNICATIONS FROM CITIZENS

Michael Jewitt, a resident of Quartzsite, asked about the Sheriff's presentation to the Town regarding policing.

Jennifer Jones, resident, congratulated Mayor Foster, on winning his position in a legal case and discussed court costs. She next spoke in regard to sewer capacity about a letter from ADEQ to former Town Manager, Dan Field, from 2008, regarding the amount

of usage in 2008, causing her to advise that the capacity numbers be revisited by Council.

Suellen Pennington, representing the First Assembly of God Church and the local Senior Center, read a letter from Carla Price, thanking all those that helped to make the annual Christmas Party a huge success. She advised that over fifty children attended and each received gifts. She said we all need to help support the children's programs of this community.

Starr BearCat, property owner and citizen of Quartzsite asked that a future agenda item be an update of the dog park. She stated the gentleman from the economic development corporation that gave a presentation, is a business broker, a lobbyist. She also spoke regarding internet speed and TDS in Quartzsite.

Pastor Bruce Swart, of the First Assembly of God Church, thanked the community for coming out and supporting the Christmas program for the children, which they plan to hold annually. He advised that he serves on two committees for WACOG and he is the low income representative for the Town of Quartzsite. He said WACOG is a worthwhile organization and he helps to determine what money goes where; he asked that anyone with questions visit him.

ADJOURNMENT: 8:44 p.m.

Vice Mayor Simpson moved to adjourn and Council Member Kelley seconded the motion at 8:44 p.m. The vote was unanimous. Motion Passed.

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of December 23, 2014, of the Town Council of Quartzsite, Arizona, held on December 23, 2014.

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

DATED this 13th day of January 2015

Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

Ed Foster, Mayor

RESOLUTION NO. 13-09

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF A GROUND LEASE AND A TOWN LEASE, APPROVING THE EXECUTION AND DELIVERY BY TOWN OF QUARTZSITE MUNICIPAL PROPERTY CORPORATION OF SUCH GROUND LEASE AND TOWN LEASE AND APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF THE GOVERNMENT DOCUMENTS (AS SUCH TERM IS DEFINED HEREIN), THE NEGOTIATION OF A NOTE TO THE UNITED STATES GOVERNMENT, ACTING THROUGH RURAL UTILITIES SERVICE, UNITED STATES DEPARTMENT OF AGRICULTURE, PROVIDING FOR THE TRANSFER OF CERTAIN MONEYS FOR THE PAYMENT THEREOF AND MAKING CERTAIN COVENANTS AND AGREEMENTS WITH RESPECT THERETO; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY SUCH GROUND LEASE, TOWN LEASE AND GOVERNMENT DOCUMENTS AND THIS RESOLUTION AND DECLARING AN EMERGENCY

WHEREAS, the Mayor and Council of the Town of Quartzsite, Arizona (the "Town"), hereby determine that it will be beneficial to the citizens of the Town and in furtherance of the purposes of the Town and the public interest to borrow not to exceed \$1,507,000 to provide funds to design, acquire, construct and equip wastewater collections facilities and related appurtenances of the Town (collectively, the "Project");

WHEREAS, the Town of Quartzsite Municipal Property Corporation, a nonprofit corporation incorporated and existing pursuant to the laws of the State of Arizona (the "Corporation"), was formed to transact any or all lawful business for which nonprofit corporations may be incorporated under the laws of the State of Arizona, including, without limiting the generality of the foregoing, any civic or charitable purpose such as financing the cost of acquiring, constructing and equipping of certain facilities for use by and leasing to the Town;

WHEREAS, the financing of certain costs of the Project will be provided through negotiation of the hereinafter described Note;

WHEREAS, the Board of Directors of the Corporation has determined to assist the Town in funding such portion of the cost of the Project;

WHEREAS, the United States of America acting through Rural Utilities Service, United States Department of Agriculture (the "Government"), has agreed, if all of its requirements are satisfied, to loan to the Corporation such portion of the funds for the cost of the Project, such loan to take the form of a promissory note (the "Note");

WHEREAS, in connection with the negotiation of the Note, the Corporation and the Town shall enter into (i) a Wastewater Facilities Site Master Ground Lease, to be dated the date delivered (the "Ground Lease"), pursuant to which the Town will lease the real property described therein (the "Real Property") to the Corporation, and (ii) a Series 2013 Town Lease, to be dated the date delivered (the "Town Lease"), pursuant to which (A) the Corporation shall lease the Real Property and the improvements which are part of the Project (the "Improvements") to the Town, and (B) the Town shall (I) lease from the Corporation the Real Property and the Improvements and (II) as agent for the Corporation, shall agree to provide for the Project;

WHEREAS, the Corporation has not made and does not intend to make any profit by reason of any business or venture in which it may engage or by reason of the assistance it renders the Town in financing the Project, and no part of the net earnings of the Corporation, if any, shall ever inure to the benefit of any person, firm or corporation except the Town;

WHEREAS, the Note shall be issued pursuant to a Loan Resolution Security Agreement, to be dated the date delivered, by and between the Corporation and the Government and secured by a Real Estate Deed of Trust for Arizona with Assignment of Rents, to be dated the date delivered (the "Deed of Trust"), from the Corporation and a Security Agreement (Chattel and Crops), to be dated the date delivered (the "Security Agreement"), from the Corporation;

WHEREAS, the Note shall be repaid before or on forty (40) years from the date of the execution and delivery thereof, shall bear interest at rates not to exceed six percent (6%) per annum and shall be secured by a pledge of the Source of Repayment (as that term is defined in the Loan Agreement (#910155-13), dated July 12, 2013, by and between the Town and the Water Infrastructure Finance Authority of Arizona); and

WHEREAS, there have been placed on file with the Clerk of the Town and presented to the meeting at which this Resolution was adopted (1) the proposed form of the Ground Lease, (2) the proposed form of the Town Lease and (3) the proposed form of the Note and the agreements required by the Government in connection with the negotiation of the Note, being the Deed of Trust and the Security Agreement as well as the "Water and Waste System Grant Agreement", the "Assurance Agreement" and the "Equal Opportunity Agreement" (collectively, with the Note, the Deed of Trust and the Security Agreement, the "Government Documents");

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, THAT:

Section 1. The forms, terms and provisions of the Ground Lease and the Town Lease, in the forms of such documents (including the exhibits thereto) presented at the meeting at which this Resolution was adopted, are hereby approved, with such insertions, omissions and changes, not inconsistent with the Town's application to the Authority or the requirements of the federal government or the Authority, as limited by the Recitals hereto, as shall be approved by the Mayor or, in the absence thereof, Vice Mayor of the Town, the execution of such documents being conclusive evidence of such approval, and the Mayor or, in the absence thereof, Vice Mayor of the Town and Clerk of the Town are hereby authorized and directed, for and on behalf of the Town, to execute and attest and deliver, respectively, the Ground Lease and the Town Lease.

Section 2. The forms, terms and provisions of the Government Documents in the forms of such documents (including exhibits thereto) presented at the meeting at which this Resolution was adopted, are hereby approved, with such insertions, omissions and changes as shall be approved by the President or, in the absence thereof, the Vice President of the Corporation, the execution of such documents being conclusive evidence of such approval.

Section 3. The Board of Directors and officers of the Corporation are hereby requested to take any and all action necessary in connection with the negotiation of the Note (which are hereby approved) pursuant to the terms and requirements of the Government Documents. The application of the proceeds thereof to the costs of the Project is also hereby approved.

Section 4. The obligation of the Town to repay the Note as well as to make the other payments provided for in the Town Lease is limited to payment from the pledge of the Source of Repayment, and the obligations of the Town under the Town Lease shall not constitute nor give rise to a general obligation of the Town or any claim against its ad valorem taxing powers, or constitute an indebtedness within the meaning of any statutory or constitutional debt limitation applicable to the Town.

Section 5. The appropriate officials and officers of the Town are hereby authorized and directed to take all action necessary or reasonably required by the parties to the Town Lease, to carry out, give effect to and to consummate the transactions contemplated by the Town Lease and by this Resolution, including, without limitation, the execution and delivery of any closing and other documents reasonably required to be delivered in connection therewith and shall do all things necessary to assist the Corporation in the negotiation of the Note.

Section 6. This Resolution shall be and remain irrevocable until the Note and the interest thereon shall have been fully paid, cancelled and discharged.

Section 7. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 8. All resolutions or parts thereof, inconsistent herewith, are hereby waived to the extent only of such inconsistency. This waiver shall not be construed as reviving any order or resolution or any part thereof.

Section 9. The immediate operation of this Resolution is necessary for the financing on the most attractive terms available to the Town of the Project and the preservation of the public health and welfare; an emergency is hereby declared to exist; this Resolution shall be in full force and effect from and after its passage and approval by the Mayor and Council of the Town, as required by law and this Resolution is hereby exempt from the referendum provisions of the constitution and laws of the State of Arizona.

PASSED, ADOPTED AND APPROVED by the Mayor and Council of the Town of Quartzsite, Arizona, on December 10, 2013.

TA 17th


Vice Mayor

ATTEST:

DEC 23, 2013
7:34 AM

Lina M. Abrami

.....
Clerk

MINUTES
TOWN OF QUARTZSITE
SPECIAL MEETING OF THE COMMON COUNCIL
TUESDAY, DECEMBER 17, 2013, 3:00 PM

CALL TO ORDER: 3:00 PM

INVOCATION: None

PLEDGE OF ALLEGIANCE: Vice Mayor Jewitt led the pledge.

ROLL CALL:

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

ABSENT: No one.

STAFF PRESENT: Laura Bruno, Town Manager; Tina Abriani, Town Clerk; Susan Goodwin, Town Attorney, appeared telephonically; Michael Cafiso of the Law Firm of Greenberg, Traurig appeared telephonically.

APPROVAL/AMENDMENT OF AGENDA:

Council Member Orgeron moved to approve the agenda as presented and Vice Mayor Jewitt seconded the motion. The vote was unanimous. **Motion Passed.**

ADMINISTRATIVE ITEMS:

USDA-RUS SEWER LOAN

a. Discussion and possible action regarding reconsideration of:

USDA-RUS SEWER LOAN – Resolution approving the form and authorizing the execution and delivery of a Ground Lease and a Town Lease, approving the execution and delivery by Town of Quartzsite Municipal Property Corporation of such Ground Lease and Town Lease and the government documents (as such term is defined herein), the negotiation of a note to the United States Government, acting through Rural Utilities Service, United States Department of Agriculture; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by such ground lease, town lease and government documents and this resolution.

b. USDA-RUS SEWER LOAN – Consideration and possible adoption of a resolution approving the form and authorizing the execution and delivery of a Ground Lease and a Town Lease, approving the execution and delivery by Town of Quartzsite Municipal Property Corporation of such Ground Lease and

Town Lease and the government documents (as such term is defined herein), the negotiation of a note to the United States Government, acting through Rural Utilities Service, United States Department of Agriculture; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by such ground lease, town lease and government documents and this resolution and declaring an emergency.

Vice Mayor Jewitt stated that he, Council Member Orgeron and Council Member Timberlake took a tour of the sewer treatment plant. He said the current sewer treatment plant is twenty years old. He described the condition of the plant and the need to repair and upgrade. He stated the fastest way to get it done is to invoke the emergency request for the loan.

Town Attorney Goodwin explained Item a., the motion for reconsideration, would need to be approved to put the item back on the table just as it was prior to the original motion at the last meeting before discussing a resolution with an emergency clause.

Vice Mayor Jewitt moved to go to Item a., under section one, reconsideration of the USDA-RUS sewer loan and Council Member Timberlake seconded the motion – to reconsider the action of approval of the USDA loan.

Council Member Scott asked if she should vote on the motion to reconsider even though she was absent at the last meeting. Town Attorney Goodwin said Council Member Scott may vote on the motion to reconsider.

The vote was six ayes and one nay by the Mayor. **Motion Passed.**

Attorney Goodwin explained the second motion is the same agenda item except with the emergency clause.

Vice Mayor Jewitt moved to take a new vote on the USDA-RUS sewer loan and invoke the emergency clause and Council Member Timberlake seconded the motion.

Roll Call Vote: Motion Passed (summary: Yes = 6, No = 1, Abstain = 0).

Yes: Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

No: Mayor Foster.

ADJOURNMENT: 3:12 PM

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of December 17, 2013, of the Town Council of Quartzsite, Arizona, held on December 17, 2013.

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

DATED this 23rd day of December 2013



Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:



Ed Foster, Mayor



TOWN OF QUARTZSITE

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

(928) 927-4333 • (928) 927-4400

Arizona Relay Service (928)927-3762 (TDD)

We are an equal opportunity employer

www.ci.quartzsite.az.us

December 18, 2013

TO: Ed Foster
Mayor

FROM: Laura Bruno
Town Manager

RE: Signing of Ordinance passed December 17, 2013

This morning you signed a copy of the ordinance duly passed by the Town of Quartzsite Common Council on Tuesday, December 17, 2013. Unfortunately, you wrote "Veto" above your signature line. This means you did not sign a clean version of the ordinance indicating the true action of the Council.

Section 2-2-6 of the Town Code provides the Mayor shall sign any ordinance, resolution [or other document] requiring the Mayor's signature within five calendar days from the date the Common Council took action requiring the Mayor's signature. If any ordinance [or other document] requiring the Mayor's signature remains unsigned after five calendar days from the date the Common Council took action requiring the Mayor's signature, the Vice-Mayor may sign such ordinance, etc.

We ask your cooperation in meeting the requirement for the Mayor to sign a clean version of this ordinance indicating the true action of the Common Council. Your failure to sign a clean version of this ordinance by Monday, December 23, 2013 will result in the Vice-Mayor being required to sign.

Thank you.

cc: Members of the Common Council

RESOLUTION NO. 13-09

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF A GROUND LEASE AND A TOWN LEASE, APPROVING THE EXECUTION AND DELIVERY BY TOWN OF QUARTZSITE MUNICIPAL PROPERTY CORPORATION OF SUCH GROUND LEASE AND TOWN LEASE AND APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF THE GOVERNMENT DOCUMENTS (AS SUCH TERM IS DEFINED HEREIN), THE NEGOTIATION OF A NOTE TO THE UNITED STATES GOVERNMENT, ACTING THROUGH RURAL UTILITIES SERVICE, UNITED STATES DEPARTMENT OF AGRICULTURE, PROVIDING FOR THE TRANSFER OF CERTAIN MONEYS FOR THE PAYMENT THEREOF AND MAKING CERTAIN COVENANTS AND AGREEMENTS WITH RESPECT THERETO; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY SUCH GROUND LEASE, TOWN LEASE AND GOVERNMENT DOCUMENTS AND THIS RESOLUTION AND DECLARING AN EMERGENCY.

WHEREAS, the Mayor and Council of the Town of Quartzsite, Arizona (the "Town"), hereby determine that it will be beneficial to the citizens of the Town and in furtherance of the purposes of the Town and the public interest to borrow not to exceed \$1,507,000 to provide funds to design, acquire, construct and equip wastewater collections facilities and related appurtenances of the Town (collectively, the "Project");

WHEREAS, the Town of Quartzsite Municipal Property Corporation, a nonprofit corporation incorporated and existing pursuant to the laws of the State of Arizona (the "Corporation"), was formed to transact any or all lawful business for which nonprofit corporations may be incorporated under the laws of the State of Arizona, including, without limiting the generality of the foregoing, any civic or charitable purpose such as financing the cost of acquiring, constructing and equipping of certain facilities for use by and leasing to the Town;

WHEREAS, the financing of certain costs of the Project will be provided through negotiation of the hereinafter described Note;

WHEREAS, the Board of Directors of the Corporation has determined to assist the Town in funding such portion of the cost of the Project;

WHEREAS, the United States of America acting through Rural Utilities Service, United States Department of Agriculture (the "Government"), has agreed, if all of its requirements are satisfied, to loan to the Corporation such portion of the funds for the cost of the Project, such loan to take the form of a promissory note (the "Note");

WHEREAS, in connection with the negotiation of the Note, the Corporation and the Town shall enter into (i) a Wastewater Facilities Site Master Ground Lease, to be dated the date delivered (the "Ground Lease"), pursuant to which the Town will lease the real property described therein (the "Real Property") to the Corporation, and (ii) a Series 2013 Town Lease, to be dated the date delivered (the "Town Lease"), pursuant to which (A) the Corporation shall lease the Real Property and the improvements which are part of the Project (the "Improvements") to the Town, and (B) the Town shall (I) lease from the Corporation the Real Property and the Improvements and (II) as agent for the Corporation, shall agree to provide for the Project;

WHEREAS, the Corporation has not made and does not intend to make any profit by reason of any business or venture in which it may engage or by reason of the assistance it renders the Town in financing the Project, and no part of the net earnings of the Corporation, if any, shall ever inure to the benefit of any person, firm or corporation except the Town;

WHEREAS, the Note shall be issued pursuant to a Loan Resolution Security Agreement, to be dated the date delivered, by and between the Corporation and the Government and secured by a Real Estate Deed of Trust for Arizona with Assignment of Rents, to be dated the date delivered (the "Deed of Trust"), from the Corporation and a Security Agreement (Chattel and Crops), to be dated the date delivered (the "Security Agreement"), from the Corporation;

WHEREAS, the Note shall be repaid before or on forty (40) years from the date of the execution and delivery thereof, shall bear interest at rates not to exceed six percent (6%) per annum and shall be secured by a pledge of the Source of Repayment (as that term is defined in the Loan Agreement (#910155-13), dated July 12, 2013, by and between the Town and the Water Infrastructure Finance Authority of Arizona); and

WHEREAS, there have been placed on file with the Clerk of the Town and presented to the meeting at which this Resolution was adopted (1) the proposed form of the Ground Lease, (2) the proposed form of the Town Lease and (3) the proposed form of the Note and the agreements required by the Government in connection with the negotiation of the Note, being the Deed of Trust and the Security Agreement as well as the "Water and Waste System Grant Agreement", the "Assurance Agreement" and the "Equal Opportunity Agreement" (collectively, with the Note, the Deed of Trust and the Security Agreement, the "Government Documents");

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, THAT:

Section 1. The forms, terms and provisions of the Ground Lease and the Town Lease, in the forms of such documents (including the exhibits thereto) presented at the meeting at which this Resolution was adopted, are hereby approved, with such insertions, omissions and changes, not inconsistent with the Town's application to the Authority or the requirements of the federal government or the Authority, as limited by the Recitals hereto, as shall be approved by the Mayor or, in the absence thereof, Vice Mayor of the Town, the execution of such documents being conclusive evidence of such approval, and the Mayor or, in the absence thereof, Vice Mayor of the Town and Clerk of the Town are hereby authorized and directed, for and on behalf of the Town, to execute and attest and deliver, respectively, the Ground Lease and the Town Lease.

Section 2. The forms, terms and provisions of the Government Documents in the forms of such documents (including exhibits thereto) presented at the meeting at which this Resolution was adopted, are hereby approved, with such insertions, omissions and changes as shall be approved by the President or, in the absence thereof, the Vice President of the Corporation, the execution of such documents being conclusive evidence of such approval.

Section 3. The Board of Directors and officers of the Corporation are hereby requested to take any and all action necessary in connection with the negotiation of the Note (which are hereby approved) pursuant to the terms and requirements of the Government Documents. The application of the proceeds thereof to the costs of the Project is also hereby approved.

Section 4. The obligation of the Town to repay the Note as well as to make the other payments provided for in the Town Lease is limited to payment from the pledge of the Source of Repayment, and the obligations of the Town under the Town Lease shall not constitute nor give rise to a general obligation of the Town or any claim against its ad valorem taxing powers, or constitute an indebtedness within the meaning of any statutory or constitutional debt limitation applicable to the Town.

Section 5. The appropriate officials and officers of the Town are hereby authorized and directed to take all action necessary or reasonably required by the parties to the Town Lease, to carry out, give effect to and to consummate the transactions contemplated by the Town Lease and by this Resolution, including, without limitation, the execution and delivery of any closing and other documents reasonably required to be delivered in connection therewith and shall do all things necessary to assist the Corporation in the negotiation of the Note.

Section 6. This Resolution shall be and remain irrepeal-
able until the Note and the interest thereon shall have been fully
paid, cancelled and discharged.

Section 7. If any section, paragraph, clause or provision
of this Resolution shall for any reason be held to be invalid or unen-
forceable, the invalidity or unenforceability of such section, para-
graph, clause or provision shall not affect any of the remaining
provisions of this Resolution.

Section 8. All resolutions or parts thereof, inconsistent
herewith, are hereby waived to the extent only of such inconsistency.
This waiver shall not be construed as reviving any order or resolution
or any part thereof.

Section 9. The immediate operation of this Resolution is
necessary for the financing on the most attractive terms available to
the Town of the Project and the preservation of the public health and
welfare; an emergency is hereby declared to exist; this Resolution
shall be in full force and effect from and after its passage and
approval by the Mayor and Council of the Town, as required by law and
this Resolution is hereby exempt from the referendum provisions of the
constitution and laws of the State of Arizona.

PASSED, ADOPTED AND APPROVED by the Common Council of the Town of Quartzsite, Arizona, on December 17, 2013.

Veto

[Handwritten Signature]

Mayor *12-18-13*

ATTEST:

Lina M. Abrami

Clerk

RECEIVED
DEC 18 2013
TA
TOWN OF QUARTZSITE

RESOLUTION NO. 13-09

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF A GROUND LEASE AND A TOWN LEASE, APPROVING THE EXECUTION AND DELIVERY BY TOWN OF QUARTZSITE MUNICIPAL PROPERTY CORPORATION OF SUCH GROUND LEASE AND TOWN LEASE AND APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF THE GOVERNMENT DOCUMENTS (AS SUCH TERM IS DEFINED HEREIN), THE NEGOTIATION OF A NOTE TO THE UNITED STATES GOVERNMENT, ACTING THROUGH RURAL UTILITIES SERVICE, UNITED STATES DEPARTMENT OF AGRICULTURE, PROVIDING FOR THE TRANSFER OF CERTAIN MONEYS FOR THE PAYMENT THEREOF AND MAKING CERTAIN COVENANTS AND AGREEMENTS WITH RESPECT THERETO; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY SUCH GROUND LEASE, TOWN LEASE AND GOVERNMENT DOCUMENTS AND THIS RESOLUTION ~~AND DECLARING AN EMERGENCY.~~

WHEREAS, the Mayor and Council of the Town of Quartzsite, Arizona (the "Town"), hereby determine that it will be beneficial to the citizens of the Town and in furtherance of the purposes of the Town and the public interest to borrow not to exceed \$1,507,000 to provide funds to design, acquire, construct and equip wastewater collections facilities and related appurtenances of the Town (collectively, the "Project");

WHEREAS, the Town of Quartzsite Municipal Property Corporation, a nonprofit corporation incorporated and existing pursuant to the laws of the State of Arizona (the "Corporation"), was formed to transact any or all lawful business for which nonprofit corporations may be incorporated under the laws of the State of Arizona, including, without limiting the generality of the foregoing, any civic or charitable purpose such as financing the cost of acquiring, constructing and equipping of certain facilities for use by and leasing to the Town;

WHEREAS, the financing of certain costs of the Project will be provided through negotiation of the hereinafter described Note;

WHEREAS, the Board of Directors of the Corporation has determined to assist the Town in funding such portion of the cost of the Project;

WHEREAS, the United States of America acting through Rural Utilities Service, United States Department of Agriculture (the "Government"), has agreed, if all of its requirements are satisfied, to loan to the Corporation such portion of the funds for the cost of the Project, such loan to take the form of a promissory note (the "Note");

WHEREAS, in connection with the negotiation of the Note, the Corporation and the Town shall enter into (i) a Wastewater Facilities Site Master Ground Lease, to be dated the date delivered (the "Ground Lease"), pursuant to which the Town will lease the real property described therein (the "Real Property") to the Corporation, and (ii) a Series 2013 Town Lease, to be dated the date delivered (the "Town Lease"), pursuant to which (A) the Corporation shall lease the Real Property and the improvements which are part of the Project (the "Improvements") to the Town, and (B) the Town shall (I) lease from the Corporation the Real Property and the Improvements and (II) as agent for the Corporation, shall agree to provide for the Project;

WHEREAS, the Corporation has not made and does not intend to make any profit by reason of any business or venture in which it may engage or by reason of the assistance it renders the Town in financing the Project, and no part of the net earnings of the Corporation, if any, shall ever inure to the benefit of any person, firm or corporation except the Town;

WHEREAS, the Note shall be issued pursuant to a Loan Resolution Security Agreement, to be dated the date delivered, by and between the Corporation and the Government and secured by a Real Estate Deed of Trust for Arizona with Assignment of Rents, to be dated the date delivered (the "Deed of Trust"), from the Corporation and a Security Agreement (Chattel and Crops), to be dated the date delivered (the "Security Agreement"), from the Corporation;

WHEREAS, the Note shall be repaid before or on forty (40) years from the date of the execution and delivery thereof, shall bear interest at rates not to exceed six percent (6%) per annum and shall be secured by a pledge of the Source of Repayment (as that term is defined in the Loan Agreement (#910155-13), dated July 12, 2013, by and between the Town and the Water Infrastructure Finance Authority of Arizona); and

WHEREAS, there have been placed on file with the Clerk of the Town and presented to the meeting at which this Resolution was adopted (1) the proposed form of the Ground Lease, (2) the proposed form of the Town Lease and (3) the proposed form of the Note and the agreements required by the Government in connection with the negotiation of the Note, being the Deed of Trust and the Security Agreement as well as the "Water and Waste System Grant Agreement", the "Assurance Agreement" and the "Equal Opportunity Agreement" (collectively, with the Note, the Deed of Trust and the Security Agreement, the "Government Documents");

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, THAT:

Section 1. The forms, terms and provisions of the Ground Lease and the Town Lease, in the forms of such documents (including the exhibits thereto) presented at the meeting at which this Resolution was adopted, are hereby approved, with such insertions, omissions and changes, not inconsistent with the Town's application to the Authority or the requirements of the federal government or the Authority, as limited by the Recitals hereto, as shall be approved by the Mayor or, in the absence thereof, Vice Mayor of the Town, the execution of such documents being conclusive evidence of such approval, and the Mayor or, in the absence thereof, Vice Mayor of the Town and Clerk of the Town are hereby authorized and directed, for and on behalf of the Town, to execute and attest and deliver, respectively, the Ground Lease and the Town Lease.

Section 2. The forms, terms and provisions of the Government Documents in the forms of such documents (including exhibits thereto) presented at the meeting at which this Resolution was adopted, are hereby approved, with such insertions, omissions and changes as shall be approved by the President or, in the absence thereof, the Vice President of the Corporation, the execution of such documents being conclusive evidence of such approval.

Section 3. The Board of Directors and officers of the Corporation are hereby requested to take any and all action necessary in connection with the negotiation of the Note (which are hereby approved) pursuant to the terms and requirements of the Government Documents. The application of the proceeds thereof to the costs of the Project is also hereby approved.

Section 4. The obligation of the Town to repay the Note as well as to make the other payments provided for in the Town Lease is limited to payment from the pledge of the Source of Repayment, and the obligations of the Town under the Town Lease shall not constitute nor give rise to a general obligation of the Town or any claim against its ad valorem taxing powers, or constitute an indebtedness within the meaning of any statutory or constitutional debt limitation applicable to the Town.

Section 5. The appropriate officials and officers of the Town are hereby authorized and directed to take all action necessary or reasonably required by the parties to the Town Lease, to carry out, give effect to and to consummate the transactions contemplated by the Town Lease and by this Resolution, including, without limitation, the execution and delivery of any closing and other documents reasonably required to be delivered in connection therewith and shall do all things necessary to assist the Corporation in the negotiation of the Note.

Section 6. This Resolution shall be and remain irrevocable until the Note and the interest thereon shall have been fully paid, cancelled and discharged.

Section 7. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 8. All resolutions or parts thereof, inconsistent herewith, are hereby waived to the extent only of such inconsistency. This waiver shall not be construed as reviving any order or resolution or any part thereof.

~~Section 9. The immediate operation of this Resolution is necessary for the financing on the most attractive terms available to the Town of the Project and the preservation of the public health and welfare; an emergency is hereby declared to exist; this Resolution shall be in full force and effect from and after its passage and approval by the Mayor and Council of the Town, as required by law and this Resolution is hereby exempt from the referendum provisions of the constitution and laws of the State of Arizona.~~

PASSED, ADOPTED AND APPROVED by the Mayor and Council of
the Town of Quartzsite, Arizona, on December 10, 2013.



.....
Mayor

ATTEST:

.. *Lina M. Abrani* 12-10-2013
Clerk



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, January 13, 2015

Agenda Item #4 Consider and possibly approve the reappointment of Richard Thompson, a regular member of the Municipal Utility Administrative Committee, whose term expires in January 2015. The position's new term would expire January 2018.

Summary: The Municipal Utility Administrative Committee formulates, creates and recommends plans for the present and future use of utilities and equipment.

The Committee consists of 5 members. Member terms are for a period of three years, with terms staggered such that the terms of no more than two members shall expire in any one year.

Committee Member Richard Thompson's term expires this month. Richard Thompson requests reappointment for another term. If reappointed, his term will expire January 2018.

Responsible Person: Tina Abriani, Town Clerk

Attachment:

1. Reappointment Request from Richard Thompson.
2. Roster of Municipal Utility Administrative Committee Members.

Action Requested: Motion to reappoint Richard Thompson to the Municipal Utility Administrative Committee with a term to expire January 2018.



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

TO: MAYOR AND COUNCIL

RE: EXPIRATION OF CITIZEN ADVISORY BOARD/COMMISSION TERM

FROM: Richard Thompson
(Please print name)

On 01/31/15 my term expires on the Municipal Utility Administration Board/Commission.
COMMITTEE

I am requesting reappointment for another term.

I do not wish to be reappointed to another term.

Sincerely,

Richard L. Thompson 12-23-14

Signature

Date

cc: Town clerk



**ROSTER
OF
MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE
MEMBERS**

DENNIS DOLE		<i>Term Expires - January 2016</i>
JOHN JACK BROWN		<i>Term Expires - January 2016</i>
STARR BEARCAT		<i>Term Expires - January 2017</i>
RICHARD THOMPSON		<i>Term Expires - January 2015</i>
DARRELL CROOKS		<i>Term Expires - January 2015</i>

Updated 02-25-2014

RECEIVED

OCT 12 1999

TOWN OF QUARTZSITE

RESOLUTION NO. 99-14

TOWN OF QUARTZSITE

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF QUARTZSITE, ARIZONA, PROVIDING FOR AND SETTING THE MEMBERSHIP OF THE MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE FOR THE TOWN OF QUARTZSITE: PROVIDING FOR THE ELECTION OF A CHAIRMAN AND VICE-CHAIRMAN THEREOF AND PRESCRIBING THE DUTIES OF SAID COMMITTEE.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE TOWN OF QUARTZSITE, LA PAZ COUNTY, ARIZONA, as follows:

SECTION 1: The Municipal Utilities Administrative Committee of the Town of Quartzsite is hereby established.

SECTION 2: (A) The Municipal Utilities Administrative Committee of the Town of Quartzsite shall be composed of a total of five (5) members who shall be residents of the Town of Quartzsite. The members of the committee shall be appointed by the Mayor subject to approval of the Common Council of the Town of Quartzsite. These appointments shall be for a period of three (3) years each, with the terms of members so staggered that the terms of no more than two (2) shall expire in any one year. The initial appointments shall be two (2) members for three (3) years; two (2) members for two (2) years; and one (1) member for one (1) year. Thereafter all members shall be appointed for full three (3) year terms, except that in the event of death or resignation of a member the vacancy may be filled for the unexpired term. The term of all members shall extend until their successors are qualified, provided, however three (3) successive unexcused or unexplained absences from any regular or special meeting shall be grounds for termination at the will and pleasure of the appointing authority without the necessity of a hearing or notice and such action shall be final

(B) All members shall serve without pay. However, members of said committee may be reimbursed for actual expenses incurred in connection with their duties upon authorization or ratification by the committee and approval of such expenditures by the Town Council.

SECTION 3: The committee shall elect a chairman and vice-chairman among its own members, who shall serve for his full term and until their successors are elected and qualified. The chairman shall preside at all meetings and exercise all the usual rights, duties and prerogatives of the head of any similar organization. The vice-chairman shall perform the duties of the chairman in the latter's absence or disability. Vacancies created by any cause shall be filled for the unexpired term by a new election.

SECTION 4: It shall be the duty of said committee to formulate, create and recommend any lawful plan duly adopted by the governing body for the present and

future growth of the Town of Quartzsite pertaining to the use of utilities and equipment for any purpose.

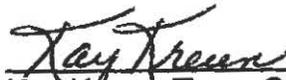
SECTION 5: The committee shall provide in its rules for its meetings; provided, however, that special meetings may be called by the chairman or in his absence the vice-chairman. In addition, any three (3) members of the committee may make written request to the chairman for a special meeting and in the event such is not called, such members may call such special meeting in such a manner and form as may be provided in the committee rules.

SECTION 6: Three (3) members shall constitute a quorum. The affirmative vote of three (3) members shall be required for passage of any matter before the committee. In this connection, the minutes of the meetings shall reflect the "ayes" and "nays" cast on a particular measure and shall reflect the vote of each member present. A member may abstain from voting only upon the declaration that he has a conflict of interest, in which case such member shall take no part in the deliberation on the matter in question.

SECTION 7: The committee shall conduct its meeting in an orderly manner following Parliamentary Rules of Order.

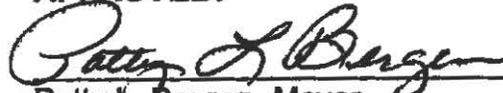
PASSED, ADOPTED AND APPROVED by the Town of Quartzsite, Arizona, Common Council on this 14th day of September, 1999.

ATTEST:



Kay Kreun, Town Clerk

APPROVED:



Patty L. Bergen, Mayor

APPROVED AS TO FORM:



Carol Bowman or Wm. Michael Smith
Town Attorney



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, January 13, 2015

Agenda Item #5 Discussion and possible action to appoint an elected official to serve on the Western Arizona Council of Governments La Paz County Advisory Council (LPCAC).

Summary: Western Arizona Council of Governments, WACOG, is asking for assistance in appointing a Town of Quartzsite elected official to serve on the local advisory council known as the La Paz County Advisory Council (LPCAC).

Monica Timberlake previously served in this capacity.

Responsible Persons: Skylor Miller, Town Manager

Attachments: None

Action Requested: Motion to appoint a Town Council Member to serve on the Western Arizona Council of Governments LPCAC.



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, January 13, 2015

Agenda Item #6 Discussion and possible action to appoint an elected official to serve on the Western Arizona Council of Governments Executive Committee.

Summary: Western Arizona Council of Governments, WACOG, is asking for assistance in appointing a Town of Quartzsite elected official to serve on their Executive Committee.

Responsible Persons: Skylor Miller, Town Manager

Attachments: None

Action Requested: Motion to appoint a Town Council Member to serve on the Western Arizona Council of Governments Executive Committee.

QUARTZSITE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2014

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE</u>					
01-140-5011 SALARIES & WAGES	33,891.86	214,638.55	610,923.00	396,284.45	35.1
01-140-5012 FICA EMPLOYERS SHARE	943.92	5,600.83	10,904.00	5,303.17	51.4
01-140-5014 OVERTIME	1,191.26	10,630.70	25,331.00	14,700.30	42.0
01-140-5015 WORKMANS COMP INSURANCE	.00	10,289.00	38,933.00	26,644.00	27.9
01-140-5016 HEALTH INSURANCE	4,433.51	35,259.41	91,224.00	55,964.59	38.7
01-140-5017 EMPLOYEE RETIREMENT	3,403.35	29,114.69	83,721.00	54,606.31	34.8
01-140-5018 UNEMPLOYMENT INSURANCE	.00	412.33	5,145.00	4,732.67	8.0
01-140-5019 UNIFORM ALLOWANCE	.00	2,543.84	12,000.00	9,456.16	21.2
01-140-5021 OFFICE SUPPLIES	.00	480.35	.00	(480.35)	.0
01-140-5022 OTHER SUPPLIES	2,458.50	7,204.94	7,000.00	(204.94)	102.9
01-140-5024 GAS & OIL	3,327.78	12,059.94	30,000.00	17,940.06	40.2
01-140-5025 VEHICLE MAINTENANCE	482.84	6,369.36	30,000.00	23,630.64	21.2
01-140-5026 WEAPONS PURCHASE & REPAIR/AMMO	.00	.00	.00	.00	.0
01-140-5027 RADIO MAINTENANCE	.00	.00	500.00	500.00	.0
01-140-5030 BLDG REPAIR/MAINTENANCE	.00	523.15	4,000.00	3,476.85	13.1
01-140-5032 OUTSIDE PROVIDER SERVICES	.00	.00	.00	.00	.0
01-140-5033 PRINTING & ADVERTISING	.00	.00	.00	.00	.0
01-140-5034 JANITORIAL SUPPLIES	20.30	222.60	500.00	277.40	44.5
01-140-5035 OTHER SERVICES	8,727.38	16,513.34	12,000.00	(4,513.34)	137.6
01-140-5038 LEASE/RENTAL AGREEMENT	.00	.00	.00	.00	.0
01-140-5040 EQUIPMENT REPAIR	.00	.00	1,000.00	1,000.00	.0
01-140-5041 TELEPHONE	.00	.00	200.00	200.00	.0
01-140-5042 POSTAGE	191.23	729.68	750.00	20.32	97.3
01-140-5043 TRAVEL/MEETING/TRAINING	407.10	2,187.10	4,000.00	1,812.90	54.7
01-140-5044 PROMOTION OF TOWN	.00	.00	.00	.00	.0
01-140-5046 INSURANCE	.00	19,337.64	60,000.00	40,662.36	32.2
01-140-5047 MACHANIC SUPPLIES & SERVICES	.00	.00	.00	.00	.0
01-140-5048 UTILITIES	1,939.05	6,551.05	36,100.00	29,548.95	18.2
01-140-5051 DUES/SUBSCRIPTIONS/LICENSES	50.00	3,305.84	3,000.00	(305.84)	110.2
01-140-5052 LAB EQUIPMENT & SUPPLIES	.00	.00	.00	.00	.0
01-140-5053 MISCELLANOUS	.00	.00	.00	.00	.0
01-140-5056 GRANT MATCH	.00	.00	.00	.00	.0
01-140-5057 CAPITAL LEASE INTEREST	.00	.00	.00	.00	.0
01-140-5058 CAPITAL LEASE PRINCIPAL	.00	.00	.00	.00	.0
01-140-5060 SMALL TOOLS/EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
01-140-5061 CAPITAL OUTLAY	.00	.00	.00	.00	.0
01-140-5062 CAPITAL IMPROVEMENTS	.00	.00	.00	.00	.0
01-140-5070 FURNITURE/FIXTURES	.00	.00	500.00	500.00	.0
01-140-5080 K-9 EXPENSES	.00	.00	.00	.00	.0
01-140-5082 POLYGRAPH & MEDICAL	.00	140.00	1,000.00	860.00	14.0
01-140-5084 DRUG & ALCOHOL SCREENING	.00	.00	.00	.00	.0
01-140-5089 CITIZENS ON PATROL/RESERVES	.00	397.00	600.00	203.00	66.2
01-140-5092 EMERGENCY SERVICES	.00	.00	.00	.00	.0
01-140-5094 REIMBURSABLE FEES	.00	.00	.00	.00	.0
01-140-5095 POLICE SETTLEMENT EXPENSE	.00	100,000.00	100,000.00	.00	100.0
01-140-5200 PRIOR PERIOD ADJUSTMENT	.00	.00	.00	.00	.0
TOTAL POLICE	61,468.08	484,511.34	1,169,831.00	685,319.68	41.4



U.S Department
of Transportation
**Federal Aviation
Administration**

Western-Pacific Region
Phoenix Airports Field Office

3800 N Central, Suite 1025
Phoenix, AZ 85012

September 15, 2014

Richard Oldham
World on the Wind Airstrip
PO Box 619
Quartzsite, AZ 85346

RECEIVED
DEC 19 2014
TOWN OF QUARTZSITE

Dear Mr. Oldham:

**Proposed Establishment of World on the Wind Airstrip: Quartzsite, Arizona
Airspace Case No. 2014-AWP-665-NRA**

The Federal Aviation Administration (FAA) has completed an airspace study from the airspace utilization standpoint of the proposal submitted by you, using FAA Form 7480-1, *Notice of Landing Area Proposal*. The proposal was received on May 12, 2014, and is for the establishment of a private use airport located in Quartzsite, Arizona.

Our analysis determined that the proposal is acceptable from an airspace utilization standpoint. Therefore, the FAA does not object to the establishment of the proposed landing area, provided the following conditions are met:

- a. The landing area is operated for private use only.
- b. Operations are to be conducted at this facility only during Visual Flight Rule (VFR) conditions.
- c. The landing area operator shall ensure and maintain obstruction free routes of ingress/egress to the landing area.
- d. Operations shall be conducted in accordance with the requirements/restrictions of the overlying class of airspace.
- e. If the operations are conducted between sunset and sunrise, we recommend that landing area lighting be installed.
- f. The airport shall comply with local planning and zoning laws and regulations.

In addition, we recommend that you contact the Arizona Department of Transportation, Aeronautics Division and Pinal County to obtain the necessary applications and approvals before proceeding with the establishment of the subject landing facility.

This airspace study did not include an environmental review to determine whether or not the proposed development is environmentally acceptable in accordance with the National Environmental Policy Act of 1969 (Public Law 91-190).

This determination does not mean FAA approval or disapproval of the physical development involved in the proposal. It is a determination with respect to the safe and efficient use of navigable airspace by aircraft and with respect to the safety of persons and property on the ground.

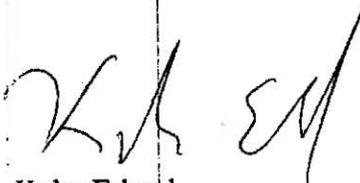
In making this determination, the FAA has considered matters such as the effect the proposal would have on existing or planned traffic patterns of neighboring airports, the effect it would have on the existing airspace structure and projected programs of the FAA, the effects it would have on the safety of persons and property on the ground, and the effects that existing or proposed manmade objects (on file with the FAA) and known natural objects within the affected area would have on the airport proposal. Also, this determination in no way preempts or waives any ordinances, laws, or regulations of any other government body or agency.

Enclosed is Airport Master Record, FAA Form 5010-5. Within 30-days after the landing area becomes operational, we would appreciate you completing this form, signing, dating and returning it to this office, so your facility can be included in the FAA Airport Data System. This form is also available at www.faa.gov/forms.

This determination expires on **September 30, 2015**, unless it is otherwise extended, revised, or terminated, or the facility is constructed before that date. An extension may be requested through our office, if necessary up to 15-days prior to this expiration date.

If you have any questions, please contact Kyler Erhard, Airport Planner, at (602) 792-1073.

Sincerely,



Kyler Erhard
Airport Planner
Phoenix Airports District Office

Enclosures: FAA Form 5010-5

Vehicle Assignment & Use Policy

I. **PURPOSE:** Article XVIII, Section 1801, Quartzsite Personnel Policy provides that the Town Manager may establish an uniform administration manual which serves as the official communication for implementing policy, establishing procedures, and issuing regulations, orders and announcements. To describe the motor vehicle assignment and usage policy of the Town of Quartzsite.

II. **BACKGROUND:** The purpose of this policy is to set forth the guidelines under which town vehicles will be authorized for use by Town personnel and the guidelines under which Town vehicles may be used.

III. **POLICY:** It is the policy of the Town that certain job positions require employee access to municipal vehicles, either during the work shift, on a continuous 24-hour basis, or on a 24-hour on-call basis. **Town vehicles are not personal vehicles and are not for personal use. Town vehicles should be viewed as belonging to the citizens of the Town and are assigned solely for the purposes consistent with providing services to those citizens.**

A. **Vehicle Assignment--**Vehicle assignments are reviewed and approved by the applicable department director, and are subject to a continuing review to assure an efficient and effective assignment and use of the Town owned fleet.

1) **Types of Assignments**

a) **A vehicle assigned to an operating department.** This classification includes cases wherein a vehicle is assigned for daily utilization. Vehicle purchase and use assignments will be justified based upon the operating needs of the department and assigned to the appropriate department budget.

b) **A vehicle assigned to an individual employee on a continuous 24-hour basis.** This assignment may be made when it is in the best interest of the Town, and must be approved by the applicable department director and the Town Manager. Continuous 24-hour assignments may be made to employees who will be on duty or on call while at home, or where the vehicle is used for investigations and response to emergency activities (i.e. Public Safety Personnel). The assignment of vehicles for 24-hour use will be made in writing by the Town Manager, and will only be considered for employees who require a vehicle for the ordinary and necessary discharge of their job functions.¹

¹ With the exception of qualified law enforcement take-home vehicles, all 24-hour vehicle assignments are considered "qualified non-personal use vehicles", thus the commuting value is a non-cash taxable fringe benefit and includable in the employee's gross income. For this purpose, the IRS "Commuting Mileage Rule" will apply and the employee will have a non-cash taxable fringe benefit of .365 per mile round trip from their home and back/per day added to the gross income on the annual W-2 form.

Criteria used for determining eligibility for 24-hour vehicle use include:

- ❖ Officially designated on-call status;
- ❖ Requirement for frequent emergency availability;
- ❖ Issuance of a pager or other communication device;
- ❖ Emergency or other equipment contained in the vehicle; and/or
- ❖ No town facility is available for garaging in a safe and convenient location.

c) **A vehicle assigned to the motor pool.** A vehicle motor pool is maintained in the Clerk's Department and primarily used by employees who need transportation in the course of their normal work assignments and who drive a vehicle for Town business and travel purposes. As a last alternative, when no Town vehicle is available, employees may use their own vehicle for business purposes, but only with the prior approval of their supervisor, and in accordance with the Town Travel Policy.

B. Rules for use of Town Vehicles:

- ✓ Municipal vehicles may only be used for legitimate municipal business. Town vehicles may only be used for non-business purposes with prior approval of the applicable department director or Town Manager, and, in conjunction with Town business (i.e. stopping at a store to shop after a seminar, etc.)
- ✓ Municipal vehicles will not be used to transport any individual that is not directly or indirectly related to municipal business. Passengers shall be limited to Town employees and individuals who are directly associated with Town work activity (committee members, consultants, contractors, etc.). Any exceptions to this rule must be authorized by the Town Manager.
- ✓ Any employee or official may take a Town vehicle home when it is more practical to do so and it is in the best interest of the Town. Employees shall obtain prior supervisory or Town Manager approval before taking a Town vehicle home.
- ✓ Vehicles should contain only those items for which the vehicle is designed. The Town shall not be liable for the loss or damage of any personal property transported in the vehicle.
- ✓ Employees are expected to keep municipal vehicles clean, and to report any malfunction or damage to their supervisor immediately. There shall be no smoking or use of chewing tobacco or snuff within the vehicles. After use of the vehicle, the driver shall be responsible for cleanup of the interior.

- ✓ Public Works shall be responsible for maintaining, cleaning, and washing the exterior of the vehicles at the end of each week.
- ✓ Employees assigned vehicles for commuting purposes are expected to park such vehicles in safe locations.
- ✓ Employees (both driver and passengers) must wear seatbelts in vehicles so equipped during operation of the vehicle. Drivers of Town vehicles shall not deactivate driver or passenger side air bags.
- ✓ All operators of vehicles that require a CDL license, must be tested for drugs and alcohol as provided by US DOT regulations and the town drug/alcohol policy and shall only be driven by those employees possessing a valid CDL.
- ✓ Employees may not operate municipal vehicles, or a personal vehicle for Town business, under the influence of alcohol, illegal drugs, or prescription drugs or medications that may interfere with effective and safe operations.
- ✓ Employees who operate municipal vehicles must have a valid motor vehicle license issued by the state of their current residence and may be required to provide proof of valid motor vehicle license once every six (6) months.
- ✓ All new drivers must allow a motor vehicle record check prior to driving any town owned vehicle. This record check will be done every other year thereafter. An adverse drug record, regardless of what vehicle it occurred in, may result in revocation of an employee's privilege to operate municipal vehicles. If operating a municipal vehicle is an essential job function, reclassification or termination could result.
- ✓ Employees driving municipal vehicles shall obey all applicable traffic and parking regulations, ordinances, and laws.
- ✓ Employees who incur parking or other fines in municipal vehicles will generally be personally responsible for payment of such fines unless the Town approves payment of such fines.
- ✓ Employees who are issued citations for any offense while using a municipal vehicle must notify their supervisor immediately when practicable, but in no case later than 24 hours. Failure to provide such notice will be grounds for disciplinary action.
- ✓ An employee who is assigned a municipal vehicle and who is arrested for or charged with a motor vehicle offense for which the punishment includes suspension or revocation of the motor vehicle license, whether in his or her personal vehicle or in a municipal vehicle, must notify his or her supervisor immediately when practicable, but in no case later than 24

hours. Conviction for such an offense may be grounds for loss of municipal vehicle privileges and/or further disciplinary action.

- ✓ No employee may use a municipal vehicle for out of state use without advance approval of the Town Manager.
- ✓ Under NO circumstances will any person ride in the body of a truck, or in a trailer or bucket of a loader or backhoe.
- ✓ All non-Town owned vehicles used to conduct Town business shall be operated in accordance with all applicable laws, rules, and policies.
- ✓ Employees driving on Town business may claim reimbursement for parking fees and tolls actually incurred. In addition, employees driving Town vehicles may claim reimbursement for gasoline and other expenses directly incurred for business purposes.
- ✓ Employees must report any accident, theft, damage, breakdown, or mechanical problem involving a Town vehicle or a personal vehicle used on Town business to their supervisor and the Clerk's Department, regardless of the extent of damage or lack of injuries. These reports must be made as soon as possible but no later than twenty-four hours after the incident. Employees are expected to cooperate fully with authorities in the event of an accident. However, they should not make any statements other than in reply to questions of investigating officers.
- ✓ Time spent by non-exempt employees (those covered by the minimum wage and overtime provisions of the Fair Labor Standards Act) in driving a Town or personal vehicle on Town business during normal working hours is considered hours worked for pay purposes. Commuting time before the start and after the end of the workday is not treated as work time for pay purposes.
- ✓ No occupant of a Town vehicle may possess or transport a weapon; unless they are certified to do so by the Arizona Police Officers Standards Training Board and are required to do so as a condition of their employment.
- ✓ Municipal vehicles are not to be left running when the vehicle is unattended. When leaving a vehicle, the ignition shall be turned off, the parking brake set and the keys removed from the ignition. (01/19/10)
- ✓ When parking a vehicle at the end of a shift or a designated use or job, the ignition keys shall be removed and the vehicle shall be locked and secured. This includes all toolboxes and job boxes. Keys shall be placed in an area designated for key storage. All keys for vehicles shall be readily identifiable. (01/19/10)

- ✓ Municipal vehicles shall be identified by department identification numbers located on the front quarter panels. All Town of Quartzsite vehicles shall have Town of Quartzsite Seal on each door unless approved by the Town Manager. Designated forfeiture vehicles will be exempt from displaying the Town Seal. (01/19/10)

Failure to comply with any and all provisions of this policy may result in disciplinary action up to and including removal of Town vehicle privileges, suspension, demotion, and/or termination from Town service.