

# COUNCIL MEETING AGENDA

TUESDAY, JULY 28, 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.***

<b>AGENDA ITEM</b>	<b>COUNCIL ACTION</b>
CALL TO ORDER OF REGULAR MEETING	
<b>INVOCATION AND PLEDGE OF ALLEGIANCE</b> <i>The invocation may be offered by a person of any religion, faith, belief or non-belief. Interested persons should contact the Clerk for further information.</i>	
ROLL CALL	
<b>CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS</b> - <i>At this time, members of the public may comment on matters within the jurisdiction of the Town but not on the agenda. For the official record, individuals must state their name <b>There is a 3 minute limit for each speaker.</b> The Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.</i>	
ANNOUNCEMENTS	

	<b>PRESENTATIONS; PROCLAMATIONS</b>	
1.	<b>PRESENTATION</b> – “Quartzsite in Motion” proposed community programming at the Quartzsite Community Center.	Presentation; discussion.
	<b>CONSENT AGENDA</b> <i>All items listed below are considered consent calendar items and may be approved by a single motion unless removed at the request of Council for further discussion/action. Other items on the agenda may be added to the consent calendar and approved under a single motion.</i>	
2.	<b>LEDGER OF ACCOUNTS PAID</b> – Consider approval of check series 39128 - 39186, totaling \$229,131.82.	Discussion; possible action by MOTION; may be acted upon with single motion.
3.	<b>APPOINTMENT OF TWO QUARTZSITE POLICE DEPARTMENT OFFICERS</b> – Consider approval to appoint a Quartzsite Police Department Officer, an approved vacant position.	Discussion; possible action by MOTION; may be acted upon with single motion.
	<b>ADMINISTRATIVE ITEMS</b> <i>Administrative items are for Council discussion and action. It is at the discretion of the majority of the Council regarding public input requests on any Administrative Item. Persons wishing to speak on an Administrative Item should complete a Request to Speak Form and indicate the Item they wish to address. Council may or may not accept public comment.</i>	
4.	<b>MINUTES</b> – Consider approval of the minutes of the Regular Meeting of July 14, 2015.	Discussion; possible action by MOTION.
5.	<b>HI JOLLY CEMETERY REGULATIONS FORM, CHECKLIST FORM AND FEE SCHEDULE</b> - Review and possible approval of an amended Hi Jolly Cemetery Regulations Form, Checklist and Fee Schedule as recommended by the Hi Jolly Cemetery Board.	Discussion; possible action by MOTION.

6.	<b>NEW IT SERVICES</b> – Consider approval of the newly proposed IT services and discussion of implementation of services. <ul style="list-style-type: none"> <li>• GovNET.net – Internet Bandwidth</li> <li>• Northern Arizona University/Education Technology Consortium – Technical Support</li> <li>• Crexendo VOIP – Voice Over Internet Protocol</li> </ul>	Discussion; possible action by MOTION.
	<b>COMMUNICATIONS</b>	
7.	Reports from the MAYOR on current events.	
8.	Reports from the COUNCIL on current events.	
9.	Reports from the TOWN MANAGER to the Council.	
	<b>ADJOURN</b>	MOTION to adjourn.

**Certification of Posting**

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



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, July 28, 2015

**Agenda Item #2** Consider approval of check series 39128 - 39186, totaling \$229,131.82.

**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 39128 - 39186.

**Action Requested:** Motion to approve the Ledger of Accounts Paid; check series 39128 - 39186.

**Employee Earnings**            \$ 61,210.74

**Employee Deduction**

Soc Security	\$ 2,790.87
Medicare	\$ 869.13
Federal WH	\$ 4,893.31
State WH	\$ 1,572.67
Retirement	\$ 1,305.97
Retirement Loan	\$ 764.36
Police Retirement	\$ 2,046.47
Medical	\$ 1,173.46
Dental	\$ 259.34
Life/VOL Ins	\$ 159.52
Vision	\$ 174.24
AFLAC	\$ 998.75
Misc Deductions	\$ 680.36

Total: \$ 17,688.45

**Employee Net Pay**            \$ 43,522.29

**Payroll Related Checks Series:**

**39128 to 39138**

Non-Direct Deposit Employees: 4

**Payees Description:**

- Police Retirement
- 457 Plan
- Profit Sharing Plan
- AFLAC
- Employee Deduction
- Employee Deduction
- Employee Deduction

Employee Count: 49

Payroll Register Detail & Benefits Register Detail on file in Payroll Folder

**Quartzsite Town Council Meeting of  
JULY 28, 2015  
Check Register/ Revenue/ Consent Agenda**

**Horizon Community Bank - Begin Check #39128 - 39186**

**Balances on all cash accounts as of July 24, 2015**

<b>Checking Account</b>	<b>\$</b>	<b>3,179,835.31</b>
<b>LGIP Account</b>	<b>\$</b>	<b>698,785.58</b>
<b>WIFA Debt Reserve Account</b>	<b>\$</b>	<b>304,727.21</b>

<b>Total Expensed Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>290,342.56</b>
<b>Total Payroll for Pay Period Ending 7/18/15</b>	<b>\$</b>	<b>61,210.74</b>
<b>YTD Total Revenue Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>2,100,896.14</b>
<b>YTD Total Sewer Cap Revenue as of 7/24/15</b>	<b>\$</b>	<b>7,100.00</b>
<b>YTD Total Sewer Sales Revenue as of 7/24/15</b>	<b>\$</b>	<b>1,094,153.02</b>
<b>YTD Total Water Cap Revenue as of 7/24/15</b>	<b>\$</b>	<b>12,200.00</b>
<b>YTD Total Water Sales Revenue as of 7/24/15</b>	<b>\$</b>	<b>987,443.12</b>

## Report Criteria:

Report type: GL detail

Check/Check Number = 39125-39186

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>39139</b>						
07/22/15	39139	Alco - Steiner Corp	202.04	Uniform/Mat Cleaning Svcs - PW Dept	03-220-5035	202.04
07/22/15	39139	Alco - Steiner Corp	33.90	Mat Cleaning Services - Admin	01-130-5035	33.90
07/22/15	39139	Alco - Steiner Corp	30.33	Mat Cleaning Services - Community Ctr	01-185-5035	30.33
Total 39139:			266.27			
<b>39140</b>						
07/22/15	39140	Arizona Correctional Indust	158.53	Benches/Receptacles - Last Prmt	03-220-5068	158.53
Total 39140:			158.53			
<b>39141</b>						
07/22/15	39141	Az Mun. Risk Retention Po	335.00	Workers Comp - M & C	01-110-5015	335.00
07/22/15	39141	Az Mun. Risk Retention Po	475.00	Workers Comp - Admin	01-130-5015	475.00
07/22/15	39141	Az Mun. Risk Retention Po	8,887.00	Workers Comp - Police	01-140-5015	8,887.00
07/22/15	39141	Az Mun. Risk Retention Po	295.00	Workers Comp - Magistrate	01-150-5015	295.00
07/22/15	39141	Az Mun. Risk Retention Po	47.00	Workers Comp - P & Z	01-160-5015	47.00
07/22/15	39141	Az Mun. Risk Retention Po	142.00	Workers Comp - Library	01-170-5015	142.00
07/22/15	39141	Az Mun. Risk Retention Po	637.00	Workers Comp - Parks	01-180-5015	637.00
07/22/15	39141	Az Mun. Risk Retention Po	61.00	Workers Comp - Rec	01-185-5015	61.00
07/22/15	39141	Az Mun. Risk Retention Po	6,932.00	Workers Comp - PW	03-220-5015	6,932.00
07/22/15	39141	Az Mun. Risk Retention Po	693.00	Workers Comp - Transit	01-230-5015	693.00
07/22/15	39141	Az Mun. Risk Retention Po	192.00	Workers Comp - Cemetery	01-181-5015	192.00
07/22/15	39141	Az Mun. Risk Retention Po	1,009.00	Workers Comp - WWTP	15-500-5015	1,009.00
07/22/15	39141	Az Mun. Risk Retention Po	1,709.00	Workers Comp - Water	18-550-5015	1,709.00
07/22/15	39141	Az Mun. Risk Retention Po	222.00	Workers Comp - Citizens on Patrol	01-140-5069	222.00
Total 39141:			21,736.00			
<b>39142</b>						
07/22/15	39142	Benikov Law Firm	1,372.50	Special Prosecution Services - J. Jones	01-150-5073	1,372.50
Total 39142:			1,372.50			
<b>39143</b>						
07/22/15	39143	C&D Disposal	103.90	4Yd Commercial Bin Fee (Parks)	01-180-5035	103.90
Total 39143:			103.90			
<b>39144</b>						
07/22/15	39144	Chevron Usa	721.18	Fuel - Police	01-140-5024	721.18
07/22/15	39144	Chevron Usa	23.15	Fuel - Administration	01-130-5024	23.15
07/22/15	39144	Chevron Usa	91.84	Fuel - PW	03-220-5024	91.84
07/22/15	39144	Chevron Usa	42.14	Fuel - Magistrate	01-150-5024	42.14
Total 39144:			878.11			
<b>39145</b>						
07/22/15	39145	Concentra Occupational H	88.50	Physical Level 2 - E. Duarte	01-140-5082	88.50

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 39146:			88.50			
<b>39146</b>						
07/22/15	39146	Faith, Ledyard & Faith, PL	1,172.50	Special Prosecutor Professional Svcs - June 2015	01-120-5072	1,172.50
Total 39146:			1,172.50			
<b>39147</b>						
07/22/15	39147	Heinfield, Meech & Co., P.	5,539.36	FY Management Svc - June 2015	01-130-5035	5,539.36
Total 39147:			5,539.36			
<b>39148</b>						
07/22/15	39148	Idexx Distribution, Inc.	1,414.95	Lab Supplies	15-500-5052	1,414.95
Total 39148:			1,414.95			
<b>39149</b>						
07/22/15	39149	Jemelco, Inc.	382.94	Hi Jolly Cemetery Letters	01-181-5062	382.94
Total 39149:			382.94			
<b>39150</b>						
07/22/15	39150	La Paz County Landfill	603.25	06/24/15-SW-Sludge-WWTP-Municipal	15-500-5050	603.25
Total 39150:			603.25			
<b>39151</b>						
07/22/15	39151	Lusk Plumbing	1,238.09	Parts/Labor for Holding Cell Plumbing	01-140-5035	1,238.09
Total 39151:			1,238.09			
<b>39152</b>						
07/22/15	39152	Margaret G. Fega	135.00	Polygraph Test - E. Duarte	01-140-5062	135.00
Total 39152:			135.00			
<b>39153</b>						
07/22/15	39153	Marislena Tunnell	64.00	Per Diem: GFOAZ Conf 8/4 - 8/7	01-130-5043	64.00
Total 39153:			64.00			
<b>39154</b>						
07/22/15	39154	Parker Justice Court	35.00	Interpreter for Case #CR20150062	01-000-4410	35.00
Total 39154:			35.00			
<b>39155</b>						
07/22/15	39155	Paterson, Richard	450.00	Proficiency Training - K. Weltha	01-140-5035	450.00
Total 39155:			450.00			
<b>39156</b>						
07/22/15	39156	Purcell Tire Co	1,818.13	4 New Tires - PW	03-220-5025	1,818.13
07/22/15	39156	Purcell Tire Co	690.33	4 New Tires - Police	01-140-5025	690.33

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>Total 39156:</b>			<b>2,508.40</b>			
<b>39157</b>						
07/22/15	39157	Purchase Power	71.42	Postage Refill - Admin	01-130-5042	71.42
07/22/15	39157	Purchase Power	71.43	Postage Refill - Police	01-140-5042	71.43
07/22/15	39157	Purchase Power	71.43	Postage Refill - Magistrate	01-150-5042	71.43
07/22/15	39157	Purchase Power	71.43	Postage Refill - P&Z	01-160-5042	71.43
07/22/15	39157	Purchase Power	71.43	Postage Refill - PW	03-220-5042	71.43
07/22/15	39157	Purchase Power	71.43	Postage Refill - WWTP	15-500-5042	71.43
07/22/15	39157	Purchase Power	71.43	Postage Refill - Water	16-550-5042	71.43
<b>Total 39157:</b>			<b>500.00</b>			
<b>39158</b>						
07/22/15	39158	Quartzsite Fire Department	30.00	First Aide/CPR Trng - Police	01-140-5051	30.00
07/22/15	39158	Quartzsite Fire Department	60.00	First Aide/CPR Trng - Admin	01-130-5051	60.00
07/22/15	39158	Quartzsite Fire Department	60.00	First Aide/CPR Trng - PW	03-220-5051	60.00
07/22/15	39158	Quartzsite Fire Department	30.00	First Aide/CPR Trng - WW	15-500-5051	30.00
07/22/15	39158	Quartzsite Fire Department	90.00	First Aide/CPR Trng - Water	16-550-5051	90.00
07/22/15	39158	Quartzsite Fire Department	120.00	First Aide/CPR Trng - Transit	01-230-5051	120.00
07/22/15	39158	Quartzsite Fire Department	60.00	First Aide/CPR Trng - Rec	01-185-5051	60.00
<b>Total 39158:</b>			<b>450.00</b>			
<b>39159</b>						
07/22/15	39159	Quill Corporation	347.90	Office Supplies - Admin	01-130-5022	347.90
07/22/15	39159	Quill Corporation	16.07	Office Supplies - Court	01-150-5022	16.07
<b>Total 39159:</b>			<b>363.97</b>			
<b>39160</b>						
07/22/15	39160	TABS	2,423.10	Employee Payroll Deduction	01-000-2208	2,423.10
07/22/15	39160	TABS	295.13	Employee Medical - M & C	01-110-5016	295.13
07/22/15	39160	TABS	999.11	Employee Medical - Admin	01-130-5016	999.11
07/22/15	39160	TABS	4,853.78	Employee Medical - Police	01-140-5016	4,853.78
07/22/15	39160	TABS	1,381.85	Employee Medical - Magistrate	01-150-5016	1,381.85
07/22/15	39160	TABS	491.86	Employee Medical - Community Development	01-160-5016	491.86
07/22/15	39160	TABS	696.69	Employee Medical - Library	01-170-5016	696.69
07/22/15	39160	TABS	472.19	Employee Medical - Parks	01-180-5016	472.19
07/22/15	39160	TABS	393.49	Employee Medical - Recreation	01-185-5016	393.49
07/22/15	39160	TABS	3,219.70	Employee Medical - PW	03-220-5016	3,219.70
07/22/15	39160	TABS	295.12	Employee Medical - Transit	01-230-5016	295.12
07/22/15	39160	TABS	255.77	Employee Medical - Cemetery	01-181-5016	255.77
07/22/15	39160	TABS	917.04	Employee Medical - WWTP	15-500-5016	917.04
07/22/15	39160	TABS	1,143.82	Employee Medical - Water	16-550-5016	1,143.82
<b>Total 39160:</b>			<b>17,838.65</b>			
<b>39161</b>						
07/22/15	39161	TDS Telecom	331.84	Phone Services	01-130-5048	331.84
07/22/15	39161	TDS Telecom	586.02	Phone Services	01-140-5048	586.02
07/22/15	39161	TDS Telecom	241.44	Phone Services	01-150-5048	241.44
07/22/15	39161	TDS Telecom	288.61	Phone Services	01-170-5048	288.61
07/22/15	39161	TDS Telecom	175.98	Phone Services	03-220-5048	175.98
07/22/15	39161	TDS Telecom	239.62	Phone Services	15-500-5048	239.62

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
07/22/15	39181	TDS Telecom	182.03	Phone Services	16-550-5048	182.03
07/22/15	39181	TDS Telecom	61.89	Phone Services	01-160-5048	61.89
Total 39181:			2,107.23			
<b>39182</b>						
07/22/15	39182	Verizon Wireless	61.16	Cell Phone Services	01-230-5048	61.16
07/22/15	39182	Verizon Wireless	83.50	Cell Phone Services	01-130-5048	83.50
07/22/15	39182	Verizon Wireless	91.74	Cell Phone Services	01-160-5048	91.74
07/22/15	39182	Verizon Wireless	35.98	Cell Phone Services	01-140-5048	35.98
07/22/15	39182	Verizon Wireless	77.39	Cell Phone Services	01-185-5048	77.39
07/22/15	39182	Verizon Wireless	158.25	Cell Phone Services	16-550-5048	158.25
07/22/15	39182	Verizon Wireless	34.02	Cell Phone Services - PW	03-220-5048	34.02
07/22/15	39182	Verizon Wireless	61.16	Cell Phone Services - WWTP	15-500-5048	61.16
Total 39182:			603.18			
<b>39183</b>						
07/22/15	39183	Western States Petroleum,	2,019.92	Unleaded Fuel - Police	01-140-5024	2,019.92
07/22/15	39183	Western States Petroleum,	779.81	Unleaded Fuel - Transit	01-230-5024	779.81
07/22/15	39183	Western States Petroleum,	89.11	Unleaded Fuel - Admin	01-130-5024	89.11
07/22/15	39183	Western States Petroleum,	.26	Unleaded Fuel - P&Z	01-160-5024	.26
07/22/15	39183	Western States Petroleum,	731.31	Unleaded Fuel - WW	15-500-5024	731.31
07/22/15	39183	Western States Petroleum,	192.19	Unleaded Fuel - Water Dept	16-550-5024	192.19
07/22/15	39183	Western States Petroleum,	663.82	Unleaded Fuel - PW	03-220-5024	663.82
07/22/15	39183	Western States Petroleum,	619.53	Unleaded Fuel - Park	01-180-5024	619.53
07/22/15	39183	Western States Petroleum,	64.69	Unleaded Fuel - Rec	01-185-5024	64.69
Total 39183:			5,160.02			
<b>39184</b>						
07/23/15	39184	APS	1,459.46	Electric Service	03-220-5049	1,459.46
07/23/15	39184	APS	1,372.27	Electric Service	01-185-5048	1,372.27
07/23/15	39184	APS	1,593.79	Electric Service	01-130-5048	1,593.79
07/23/15	39184	APS	1,008.82	Electric Service	01-140-5048	1,008.82
07/23/15	39184	APS	579.56	Electric Service	01-170-5048	579.56
07/23/15	39184	APS	289.78	Electric Service	01-150-5048	289.78
07/23/15	39184	APS	283.89	Electric Service	01-180-5048	283.89
07/23/15	39184	APS	628.31	Electric Service	03-220-5048	628.31
07/23/15	39184	APS	1,288.37	Electric Service	03-220-5049	1,288.37
07/23/15	39184	APS	6,246.16	Electric Service	15-500-5048	6,246.16
07/23/15	39184	APS	7,644.19	Electric Service	16-560-5048	7,644.19
Total 39184:			22,394.60			
<b>39185</b>						
07/23/15	39185	Atkins	1,243.87	Engineering Services - Quali Trail Well	16-550-5037	1,243.87
07/23/15	39185	Atkins	633.44	Engineering Services - Colorado River Util Plan	16-550-5037	633.44
07/23/15	39185	Atkins	4,372.74	Engineering Services - wastewater	15-500-5037	4,372.74
07/23/15	39185	Atkins	514.50	Engineering Services - Quali Trail Well	16-550-5037	514.50
07/23/15	39185	Atkins	1,254.00	Engineering Services - Water Supply Study	16-550-5037	1,254.00
Total 39185:			8,018.55			
<b>39186</b>						
07/23/15	39186	ClassicPlan Premium Fina	979.84	Liability Insurance - Community Development	01-185-5048	979.84

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
07/23/15	39166	ClassicPlan Premium Fina	1,959.88	Liability Insurance - Admin	01-130-5046	1,959.88
07/23/15	39166	ClassicPlan Premium Fina	4,654.71	Liability Insurance - Police	01-140-5046	4,654.71
07/23/15	39166	ClassicPlan Premium Fina	734.95	Liability Insurance - Magistrate	01-150-5046	734.95
07/23/15	39166	ClassicPlan Premium Fina	734.95	Liability Insurance - Library	01-170-5046	734.95
07/23/15	39166	ClassicPlan Premium Fina	9,064.43	Liability Insurance - Public Works	03-220-5046	9,064.43
07/23/15	39166	ClassicPlan Premium Fina	1,224.82	Liability Insurance - Transit	01-230-5046	1,224.82
07/23/15	39166	ClassicPlan Premium Fina	2,939.82	Liability Insurance - WWTP	15-500-5046	2,939.82
07/23/15	39166	ClassicPlan Premium Fina	2,204.86	Liability Insurance - Water	16-550-5046	2,204.86
Total 39166:			24,486.46			
<b>39167</b>						
07/23/15	39167	D And L Auto Parts	100.13	Veh Maint - Supplies/Part - PW	03-220-5025	100.13
07/23/15	39167	D And L Auto Parts	29.77	Veh Maint - Supplies/Part - Police	01-140-5025	29.77
07/23/15	39167	D And L Auto Parts	114.96	Veh Maint - Supplies/Part - Parks	01-180-5025	114.96
07/23/15	39167	D And L Auto Parts	32.56	Veh Maint - Supplies/Part - WW	15-500-5025	32.56
Total 39167:			277.42			
<b>39168</b>						
07/23/15	39168	Herbs Hardware, Inc.	33.78	Hardware/misc supplies - PW	03-220-5022	33.78
07/23/15	39168	Herbs Hardware, Inc.	405.00	Hardware/misc supplies - Parks	01-180-5022	405.00
07/23/15	39168	Herbs Hardware, Inc.	1.70	Hardware/misc supplies - Transit	01-230-5022	1.70
07/23/15	39168	Herbs Hardware, Inc.	1.72	Hardware/misc supplies - Admin	01-130-5022	1.72
07/23/15	39168	Herbs Hardware, Inc.	1.70	Hardware/misc supplies - P&Z	01-160-5022	1.70
07/23/15	39168	Herbs Hardware, Inc.	1.70	Hardware/misc supplies - Magistrate	01-150-5022	1.70
07/23/15	39168	Herbs Hardware, Inc.	1.70	Hardware/misc supplies - Library	01-170-5022	1.70
07/23/15	39168	Herbs Hardware, Inc.	3.72	Hardware/misc supplies - Police	01-140-5022	3.72
07/23/15	39168	Herbs Hardware, Inc.	306.46	Hardware/misc supplies - Water	16-550-5022	306.46
07/23/15	39168	Herbs Hardware, Inc.	63.57	Hardware/misc supplies - WWTP	15-500-5022	63.57
Total 39168:			821.05			
<b>39169</b>						
07/23/15	39169	Kansas State Bank	167.59	Principal Capital Lease	01-130-5058	167.59
07/23/15	39169	Kansas State Bank	36.59	Interest Capital Lease	01-130-5057	36.59
Total 39169:			204.18			
<b>39170</b>						
07/23/15	39170	Konica Minolta Business S	414.53	BizHub C654 Annual Maint Agmnt 7/1/15-6/30/16	01-130-5051	414.53
07/23/15	39170	Konica Minolta Business S	414.53	BizHub C654 Annual Maint Agmnt 7/1/15-6/30/16	01-160-5051	414.53
07/23/15	39170	Konica Minolta Business S	414.53	BizHub C654 Annual Maint Agmnt 7/1/15-6/30/16	15-500-5051	414.53
07/23/15	39170	Konica Minolta Business S	414.53	BizHub C654 Annual Maint Agmnt 7/1/15-6/30/16	16-550-5051	414.53
Total 39170:			1,658.12			
<b>39171</b>						
07/23/15	39171	Legend Technical Services	961.20	Laboratory Services - WW	15-500-5039	961.20
07/23/15	39171	Legend Technical Services	378.00	Laboratory Services - Sewer	15-500-5039	378.00
Total 39171:			1,339.20			
<b>39172</b>						
07/23/15	39172	Metlife	538.70	Payroll Payables	01-000-2209	538.70
07/23/15	39172	Metlife	32.19	Dental Premium - M & C	01-110-5016	32.19

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
07/23/15	39172	Metlife	131.78	Dental Premium - Admin	01-130-5018	131.78
07/23/15	39172	Metlife	453.61	Dental Premium - Police	01-140-5018	453.61
07/23/15	39172	Metlife	153.68	Dental Premium - Magistrate	01-150-5018	153.68
07/23/15	39172	Metlife	39.68	Dental Premium - P & Z	01-160-5018	39.68
07/23/15	39172	Metlife	122.17	Dental Premium - Library	01-170-5018	122.17
07/23/15	39172	Metlife	38.09	Dental Premium - Parks	01-180-5018	38.09
07/23/15	39172	Metlife	51.93	Dental Premium - Rec	01-185-5018	51.93
07/23/15	39172	Metlife	23.81	Dental Premium - Cemetery	01-181-5018	23.81
07/23/15	39172	Metlife	23.81	Dental Premium - Transit	01-230-5018	23.81
07/23/15	39172	Metlife	407.21	Dental Premium - PW	03-220-5018	407.21
07/23/15	39172	Metlife	95.27	Dental Premium - WWTP	15-500-5018	95.27
07/23/15	39172	Metlife	141.12	Dental Premium - Water	16-550-5018	141.12
Total 39172:			2,253.03			
<b>39173</b>						
07/23/15	39173	Smart & Final	25.36	Summer Rec Snacks	01-185-5005	25.36
07/23/15	39173	Smart & Final	74.49	Summer Rec Supplies	01-185-5023	74.49
Total 39173:			99.85			
<b>39174</b>						
07/23/15	39174	Vision Service Plan	348.06	Employee Payroll Deduction	01-000-2209	348.06
Total 39174:			348.06			
<b>39175</b>						
07/23/15	39175	ADOT Project Reconciliatio	77,916.00	Moon Mountain Ave Reconstruction	03-220-5056	77,916.00
Total 39175:			77,916.00			
<b>39176</b>						
07/23/15	39176	Arizona State Treasurer	4,016.83	Fees Collected: June 2015	01-000-2212	4,016.83
Total 39176:			4,016.83			
<b>39177</b>						
07/23/15	39177	Betty Burris	750.00	Bond Refund - Case #TR20070447	01-000-2211	750.00
Total 39177:			750.00			
<b>39178</b>						
07/23/15	39178	Davis Building Supply	7,756.52	Supplies for Dog Park	01-180-5061	7,756.52
Total 39178:			7,756.52			
<b>39179</b>						
07/23/15	39179	Foster Electric, Inc	1,448.29	Quail Trail Rehab (Motor)	16-550-5091	1,448.29
Total 39179:			1,448.29			
<b>39180</b>						
07/23/15	39180	H&E Equipment Services, I	334.83	Sweeper Parts - PW	03-220-5026	334.83
Total 39180:			334.83			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>39181</b>						
07/23/15	39181	Hach Company	103.78	Lab Supplies	15-500-5052	103.78
Total 39181:			103.78			
<b>39182</b>						
07/23/15	39182	Hill Brothers Chemical Co.	4,291.45	Chlorine gas & Sulphur Dioxide	15-500-5050	4,291.45
07/23/15	39182	Hill Brothers Chemical Co.	1,850.00	Credit - Returned Container	15-500-5050	1,850.00
Total 39182:			2,641.45			
<b>39183</b>						
07/23/15	39183	La Paz County Treasurer	11.21	Fees Collected: June 2015	01-000-2212	11.21
Total 39183:			11.21			
<b>39184</b>						
07/23/15	39184	Law Office Of Fred H. Welc	5,500.00	Indigent Defense Attorney: 2/15-4/15	01-150-5074	5,500.00
Total 39184:			5,500.00			
<b>39185</b>						
07/23/15	39185	National Meter & Automati	840.00	RoadCenter-Water Meter Annual Svc Agreement	16-550-5051	840.00
Total 39185:			840.00			
<b>39186</b>						
07/23/15	39186	Quartzsite Senior Citizens I	750.00	Support for the Non-Profit Senior Ctr-3 of 4	01-145-5044	750.00
Total 39186:			750.00			
Grand Totals:			229,131.82			
Grand Totals:						.00

Report Criteria:  
 Report type: GL detail  
 Check Check Number = 39128-39186



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, July 28, 2015

**Agenda Item #4** Consider approval of the minutes of the Regular Meeting of July 14, 2015.

**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 minutes of the Regular Meeting of July 14, 2015.

**Action Requested:** Motion to approve the minutes of the Regular Meeting of July 14, 2015.

**MINUTES**  
**TOWN OF QUARTZSITE**  
**REGULAR MEETING OF THE COMMON COUNCIL**  
**TUESDAY, JULY 14, 2015, 7:00 PM**

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

**INVOCATION:** None

**PLEDGE OF ALLEGIANCE:** Led by Vice Mayor Simpson.

**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.

**CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS:**

Lynn Stimson, representing the Quartzsite Historical Society, announced that next Tuesday, July 21<sup>st</sup> at 6:00 p.m., in the community center, Elmer London will graciously share his pictures and videos of his trip to London.

Shanana Rain BearCat greeted the Mayor and Council and spoke regarding a letter in support of the Chief of Police that was circulated among Council Members for their signatures. She said this constituted a serial meeting according to the Arizona Open Meeting Law and is a violation of that law. She noted that five Council Members signed the letter and, therefore, there was a circumvention of the Open Meeting Law and a splintering of the quorum. She referenced the Arizona Agency Handbook, Chapter 7-5-2.

**ANNOUNCEMENTS:**

None

**PRESENTATIONS:**

- 1. PAUL WINER SPEAKS REGARDING THE QUARTZSITE BUSINESS CHAMBER – Mr. Winer, citizen of Quartzsite and Quartzsite Business Chamber Board Member, will give a presentation on the current status of the Chamber.**

Paul Winer, co-owner of the Readers' Oasis Bookstore, and a co-founder and a Board Member of the Quartzsite Business Chamber of Commerce, now in its twelfth year. He provided a brief history of the Chamber and another business chamber that was in Town some time ago. He said the current Business Chamber is a small volunteer service with a single, specialized mission to assist in the survival of Quartzsite's year-round businesses. He spoke of the future and the need for a second Chamber for tourism and the current Chamber's willingness to work with a second Chamber.

2. **SUMMER YOUTH RECREATION PROGRAM – Slide presentation of moments captured from the Town of Quartzsite's Summer Youth Recreation Program that ended on July 9, 2015.**

The Mayor postponed this agenda item due to technical difficulties. He said the Summer Youth Recreation Program was highly successful.

**CONSENT AGENDA:**

3. **LEDGER OF ACCOUNTS PAID – Consider approval of check series 39043 - 39127, totaling \$286,340.63.**

Council Member Orgeron moved to approve the Consent Agenda as presented.

Council Member Kelley stated she wanted to pull three checks: 39066, 39123, and 39063.

**Council Member Orgeron withdrew his motion and moved to approve the Consent Agenda minus check 39066, 39123, 39063. Council Member St. Germain seconded the motion. The vote was unanimous. Motion Passed.**

Council Member Kelley withdrew check number 39063 for an erector set

Check number 39063 was for a steel erector set. Town Manager Miller stated he believes this it is scaffolding rental equipment, but he will verify that.

Council Member Kelley said there were two checks to the same people in two different amounts, for a license plate reader and installation. She asked why it was so much money and why they did not have just one invoice.

Town Manager Miller explained there is software in the office and hardware in the car. He said the billing was for a license plate reader, installation, and software and was entirely funded by grant funds. He noted a license plate reader is a camera that reads license plates and runs them as part of the stop.

**Council Member Kelley moved to pay the checks and Council Member St. Germain seconded the motion. The vote was unanimous. Motion Passed.**

#### ADMINISTRATIVE ITEMS:

4. **MINUTES – Consider approval of the minutes of the Special Meeting of June 17, 2015; the Regular Meeting of June 23, 2015, and the Special Meeting of June 30, 2015.**

Council Member Orgeron moved to approve the minutes of the Special Meeting of June 17, 2015; the Regular Meeting of June 23, 2015, and the Special Meeting of June 30, 2015. Council Member Kelley seconded the motion. The vote was unanimous. **Motion Passed.**

5. **INTERGOVERNMENTAL AGREEMENT WITH ARIZONA DEPARTMENT OF TRANSPORTATION – Review of IGA with ADOT for paying of Moon Mountain Ave. W Main Street - W Quail Trail Street (IGA/JPA 15-0005166-I) and discussion and possible action to approve payment of estimated project costs as specified and required by ADOT.**

The Mayor explained that the Council approved a project for Moon Mountain Road, which was to be paid for in part with federal funding. He said the Council agreed to the project, to pay for any overages and to pay the required amount.

There was a discussion of a raise in the project's costs.

Town Manager Miller spoke of project costs and related what was explained to him by ADOT regarding the increase in the project's costs.

The Mayor stated he wanted to speak to someone from ADOT regarding his discontent.

The Mayor moved to go ahead and pay the amount of \$77,916; but direct staff to put together a letter expressing the Council's dissatisfaction with the whole process and the way they did it. He thought the Council should have had a better explanation than what was provided by ADOT. Council Member Davidson seconded the motion.

Council Member Orgeron moved to just to pay the check, and that would be adequate. Vice Mayor Simpson seconded the motion. The vote was unanimous. **Motion Passed.**

6. **REVIEW OF THE CHIEF'S PERFORMANCE – Recognition for the Chief of Police; discussion and possible action to remove interim status, designating H. Ernie Renfro Chief of Police; and to direct the Town Manager and Town Attorney to effect necessary changes in the Chief of Police contract for review by Council.**

The Mayor asked that this agenda item be removed from the meeting.

Council Member Kelley said she was only asking to have the word 'Interim' removed from his title and status.

There was a discussion of the positive change Chief Renfro has made in the Town with his positive attitude and hard work.

Council Member Warner asked if the term of the contract changes by the removal of the word 'Interim'.

Town Manager Miller said the 'Interim' contract was for one year, and the Council would have to meet again regarding the substantial change to the contract due to the removal of the 'Interim' status.

**Council Member Orgeron moved** to remove the term 'Interim' from the contract for the Chief of Police for Ernie Renfro to be 'Chief of Police'. **Council Member St. Germain seconded the motion.**

Chief Renfro approached the podium and thanked the Mayor, and Council, and the Mayor asked if the Council wished to add an official recognition for a job well done to the motion and Council Member Kelley said yes. **The Mayor added it to the motion.**

Chief Renfro thanked the Council and said, "And again, it's not 'me,' it's 'we.'"

**Council Member St. Germain seconded** the amended motion. The vote was unanimous. **Motion Passed.**

**7. RECOMMENDATION FOR AN ANNUAL VOLUNTEER RECOGNITION AWARD – Discussion and possible action regarding the Health and Development Services Board's recommendation regarding an annual volunteer recognition award.**

Sally Ford, Chairperson of the Health and Development Services Board, announced that the Health and Development Services Board decided that they would like to honor the people that live in our Town all year and volunteer without any compensation, putting their time in and doing everything they can to make this a better Town. The Board would like this to be an annual award. This year they would like celebrate the award winner on Labor Day at the Town Park. They would also like to have some recognition for the person in the Town Hall. She said there would be two groups, one eighteen and under, and one nineteen and older. The Town would process nominations, there is a form in the Desert Messenger – until the end of July 2015. The Health and Development Services Board will review the nominations for qualifications. Then in August, the public will vote for an award winner out of each group. She said the Town needs to recognize the volunteers in Town, the backbone of Quartzsite. There will be boxes for votes in Town Hall, the Senior Center, and the Transit drivers may accept nomination forms.

**Council Member Orgeron moved** to have the Town formally recognize, and annual volunteer with a recognition award, organized by the Health and Development Services Board and **Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed.**

**8. SOCIAL MEDIA – Review and consideration regarding the establishment and management of Town of Quartzsite social media outlets for promotion of the Town of Quartzsite and its community.**

The Mayor stated he did not want to see this happen in Quartzsite. He said some social media sites for Quartzsite already exist. He said he did not think the Town needs an official Town site where people can express themselves. He would rather let it be private amongst the citizens.

**Council Member Kelley moved** to open the agenda item to the public and **Vice Mayor Simpson seconded** the motion. The vote was unanimous. **Motion Passed.**

The Mayor opened it to public discussion

Sally Ford said the Town needs to be part of social media. She said she would like to see it used to get the truth to the citizens and stop the rumors. She said there were many uses, such as the volunteer nominations.

Elmer London, resident, stated this Town was trashed by social media worldwide and could maybe get back on its feet by social media.

Dave Anderson, a Town resident, said the Town's Facebook page would allow the Town to set up a site that is only administered by the Town with no permitted comments or dialog. He said it is an opportunity for the Town to promote and project the image that it wants and quell the rumors with facts.

Council Member Orgeron said the Facebook page could also be administered by a moderator, with all posts being approved by the moderator before posting. He said there were a lot of positive things that can come from the Town's use of social media.

Town Manager Miller said the Town needs an official public government portal to reach out to the Town's community members and the Town's visitors. He explained there would not be any negative stories or arrest reports; rather, information such as road closures, hazardous weather, and to promote the Town.

Shanana Rain BearCat spoke regarding participating in the dialog regarding Quartzsite. She said younger tourists on social media look for places to go, advertise, and they may come here. She explained social media is the key to a growing community nowadays, either you are going to talk about yourselves, or they are.

Council Member Warner asked who would work on the Town's social media and monitor it for content.

Town Manager Miller said his office would be responsible, and he would have office staff do it. He said he was proposing to use Facebook and Twitter with no additional staff.

Pam Caskey, resident of Quartzsite, said many people that come to Town look for what they can do in the Town. They use social media to learn about events and groups to join. She said we need to change the recognition for the Town.

Vice Mayor Simpson said it would be a good way to get volunteers for Town events or committees.

**The Mayor moved to close** the public discussion on the issue, and **Council Member Orgeron** seconded the motion. The vote was unanimous. **Motion Passed.**

The Mayor said he would like to hear a presentation explaining what the Town Manager is planning to do exactly with social media before the Council gives its final approval.

Council Member Orgeron said the Council should move and vote.

**Council Member Orgeron moved** to direct staff to establish and manage the Town of Quartzsite social media outlets for promotion of the Town of Quartzsite and its community. **Council Member Kelley** seconded the motion.

**ROLL CALL VOTE: Motion passed** (summary: **Yes = 6, No = 1, Abstain = 0**).  
**Yes:** Vice Mayor Simpson, Council Member Kelley, Council Member Warner, Council Member Orgeron, Council Member Davidson, and Council Member St. Germain.  
**No:** Mayor Foster.

#### COMMUNICATIONS:

##### **9. Reports from the MAYOR on current events.**

The Mayor stated Dr. Kelli Ward has officially announced she will run for the U.S. Senate against John McCain. She does not need to resign as a State Senator to run for a federal office. She will continue in her present capacity until the election next year.

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

Council Member St. Germain said another community member took his own life. He asked everyone to please keep an eye on each other. He wanted everyone to know there is help available in the community.

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

There was a discussion of a date for a public hearing and special meeting for approval of the final budget.

The meeting was set for Friday, August 14, 2015, at 10:00 am

**ADJOURNMENT:** 8:05 p.m.

**Vice Mayor Simpson moved to adjourn, and Council Member Orgeron seconded the motion. 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 July 14, 2015, of the Town Council of Quartzsite, Arizona, held on July 14, 2015.

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

DATED this 28<sup>th</sup> day of July 2015

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

On behalf of the Common Council

Approved:

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



## TOWN OF QUARTZSITE

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### REGULAR COUNCIL MEETING

Tuesday, July 28, 2015

**Agenda Item #5** Review and possible approval of an amended Hi Jolly Cemetery Regulations Form, Checklist and Fee Schedule as recommended by the Hi Jolly Cemetery Board.

**Summary:** The Hi Jolly Cemetery Regulations Form, Checklist, and Fee Schedule were reviewed and approved for use by the Town Council at the Regular Town Council Meeting of September 9, 2014.

At the Hi Jolly Cemetery Board Meeting of May 4, 2015, the Hi Jolly Cemetery Board Members voted to recommend to Council the following modifications to the Hi Jolly Cemetery forms.

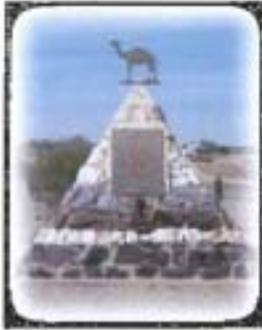
- *The size requirements for gravesites will be 3' high, 4' wide and 7' long which gives each gravesite a border of six inches.*
- *Bronze, granite or marble shall be used for monuments and memorial tablets unless approved by the Hi Jolly Cemetery Board.*
- *Anything not stated in the regulations must go before the Cemetery Board for consideration and possible approval.*
- *Cemetery staff will install all approved markers unless the manufacturer of the grave marker or monument has been contracted to install under the supervision of an employee from the Town of Quartzsite and Cemetery staff.*
- *Cement slabs covering gravesites must have a composite vault over the coffin.*
- *Decorative items are allowed as long as they are contained within the borders of the gravesite.*
- *To set the fee for opening and closing a gravesite plot for cremains at \$200.00*

**Responsible Person:** Dinice Ross, Cemetery Department

**Attachment:**

- DRAFT Hi Jolly Cemetery Regulations Form (as proposed)
- DRAFT Hi Jolly Cemetery Checklist (as proposed)
- DRAFT Hi Jolly Cemetery Fee Schedule (as proposed)
- DRAFT Hi Jolly Cemetery Regular Meeting Minutes of May 4, 2015

**Action Requested:** Motion to approve the amended Hi Jolly Cemetery Regulations Form, Checklist, and Fee Schedule for use.



# HI JOLLY CEMETERY REGULATIONS

1160 W. Main, Quartzsite 85346  
928-927-6593

*This cemetery is for the purpose of interment of human remains  
or as a memorial.*

*No transfer or conveyance of any interest or rights shall be valid without the written consent  
of the Town of Quartzsite.*

*Anything not stated in the regulations must go before the Cemetery Board  
for consideration and possible approval.*

## GRAVESITES

- **Bronze, granite or marble are the only acceptable materials for monuments and memorial tablets. No other materials shall be used unless approved by the Hi Jolly Cemetery Board.**
- Plans for headstones, fences, rocks, boards and bricks more than three feet in height, must be submitted to, and approved by, the Town of Quartzsite in advance of installation.
- The cemetery staff will install all approved markers **unless the manufacturer of the grave marker or monument has been contracted to install under the supervision of an employee of the Town of Quartzsite.** *The Town is not responsible for procuring grave markers or monuments.*
- Cement slabs covering gravesites must have a **composite** vault over the coffin to assure they do not collapse. Cement slabs covering cremains must be reinforced. Both must be installed by a licensed contractor approved by the Town of Quartzsite.
- All interment, disinterment, openings and closings shall be performed by the Town of Quartzsite.
- Decorative items **are permitted as long as they are contained within the borders of the gravesite and** are secured and cannot blow away. Natural flowers are allowed.
- Colored rocks, memory markers, gold pans, etc. that cannot blow away, break or spread, including marbles, beads, and shells (as long as they are contained), are allowed.
- The Town, at the expense of the grantee, shall repair or remove any monuments or other memorial which is improper or offensive, or which has become dangerous or dilapidated and may remove any tree, flower, plant, object or embellishment that becomes dangerous or unsightly.
- The Town shall not be liable for loss or damage caused by nature, thieves, vandals, malicious mischief and unavoidable accidents.

- The purchaser of a plot(s) in the cemetery agrees that the Town may conduct any activity either within or outside of the plot boundaries, which is incidental or convenient to either the care or memorializing of the human remains.
- Only one coffin and one urn per gravesite or two urns per gravesite are allowed
- A provision will be made for burials of indigent, as is customary, free of cost.

**GRAVESITE FEES**

- \$500.00 Gravesite (1 plot)
- \$600.00 Opening and closing cost
- \$200.00 Headstone Deposit  
     \$50.00 to set headstone; \$150.00 is refundable upon proof of headstone purchase within six months (not refundable after six months from deposit date)
- **\$200.00 Opening and closing a gravesite plot for cremains.**
- Special assessment for Weekend and Holiday (cost varies due to time and manpower)

**CREMATION NICHE WALL**

- Containers for the cremation niches must be able to fit into the niche. No bags of any kind are allowed. Any transferring of ashes from one container to another will not be done by the Town of Quartzsite.
- Only two urns per niche are allowed.
- Human cremains only are allowed.
- If a second urn is added at a later date and insufficient room is on the existing faceplate, a new faceplate, at an additional charge, will be made.
- The Town shall not be liable for loss or damage caused by nature, thieves, vandals, malicious mischief and unavoidable accidents.

**CREMATION NICHE FEES**

- \$350.00 Cremation Wall Niche (1 niche will hold 2 urns)
- \$150.00 Opening and closing cost of Niche
- \$150.00 Engraving Niche cover or faceplate (includes shipping and handling)
- Special assessment for Weekend and Holiday (cost varies due to time and manpower)

***All the above restrictions, rules and regulations listed are binding on the purchaser, heirs, administrators and assignee or legal representative.***

Hi Jolly Cemetery Lot \_\_\_\_\_ Plot \_\_\_\_\_ Cremation Niche Number \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_



## TOWN OF QUARTZSITE

PO Box 2812 • Quartzsite, AZ 85346  
(928)927-4333 • Fax (928)927-4400

# HI JOLLY CEMETERY CHECKLIST

*This cemetery is for the purpose of interment of human remains  
or as a memorial.*

- Transfer of any interment rights must be approved by the Town of Quartzsite and be filed with the cemetery office.
- Burials are scheduled for Tuesdays, Wednesdays and Thursdays only.
- For safety reasons, no one is permitted in the area during the grave closing.
- A maximum of one coffin and one cremation urn or two cremation urns in a single grave are allowed.

### MARKERS AND GRAVE DECORATION

- Installation of approved markers must be performed by the Town of Quartzsite to ensure proper placement, **unless the manufacturer of the grave marker or monument has been contracted to install under the supervision of an employee from the Town of Quartzsite.** The Cemetery charges a fee for installation of markers.
- The Town of Quartzsite is not responsible for procuring grave markers or monuments.
- Markers must be bronze, granite or marble. Standard installation of markers is facing east.
- All interment, disinterment, opening and closings shall be performed by the Town of Quartzsite.
- Plans for headstones, fences, rocks and bricks more than three feet in height, **four feet in width and seven feet long** must be submitted to and approved by the Town of Quartzsite in advance of installation.
- Cement pads covering gravesites must have a **composite** vault over the coffin to assure they do not collapse. Cement slabs covering cremains must be reinforced. Both must be installed by a licensed contractor that is approved by the Town of Quartzsite.

- The Town of Quartzsite shall not be liable for loss or damage caused by nature, thieves, vandals, malicious mischief and unavoidable accidents.
- The Town of Quartzsite reserves the right to remove any monuments or other memorials which are improper or offensive, or which has become dangerous or dilapidated and may remove any tree, flower, plant, object or embellishment that becomes dangerous or unsightly.

### CREMATION WALL

- Two cremains are allowed per niche, but must fit within the inside dimensions of 11" x 14" x 20". No bags of any kind are allowed.
- Transferring ashes from one container to another will not be performed by the Town of Quartzsite.
- Only human cremains are permitted.
- If a second urn is added at a later date and insufficient room is on the existing faceplate, a new faceplate at an additional charge will be made.
- The Town of Quartzsite shall not be liable for loss or damage caused by nature, thieves, vandals, malicious mischief and unavoidable accidents.

***All the above restrictions, rules and regulations listed are binding on the purchaser, heirs, administrators and assignee or legal representative.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cemetery Staff

\_\_\_\_\_  
Date



# 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](http://www.ci.quartzsite.az.us)

## HI JOLLY CEMETERY FEE SCHEDULE

### GRAVESITES

Gravesite (1 plot) \$ 500.00

Opening and Closing cost \$ 600.00

**Opening and Closing for cremains \$ 200.00**

Head Stone Deposit \$ 200.00

*(\$150.00 is refundable with proof of purchase of a headstone within six months of burial.  
\$50.00 will be used to set headstone.)*

### CREMATION WALL

Wall Fee per Niche \$ 350.00

Opening and Closing per Niche \$ 150.00

Addition of Second Urn at a Later Date \$ 150.00

Niche Cover Engraving, Shipping & Handling \$ 150.00

***Special assessment – weekend & holiday opening and closing.***

*(Cost varies due to time and manpower.)*

**MINUTES  
TOWN OF QUARTZSITE  
REGULAR MEETING  
HI JOLLY CEMETERY BOARD  
465 N. PLYMOUTH AVE.  
MONDAY, MAY 4, 2015, 3:00 PM**

**CALL TO ORDER:** 3:01p.m.

**ROLL CALL OF THE BOARD:**

Chairman: Bruce Swart, present  
Board Member: Art Larsen, present  
Board Member: Sandy Scott, present  
Board Member: vacant

Vice Chairperson: Terry Frausto, present  
Board Member: Audrey Berger, present  
Board Member: Carol "Lynn" Stimson, present

**Staff in Attendance:** Dinice Ross, Cemetery Department; and Tina Abriani, Town Clerk

**APPROVAL OF MINUTES:**

**April 6, 2015**

Chairman Bruce Swart made a correction to the minutes of April 6, 2105. On the second page it should be 'from the BLM' not 'form'.

Chairman Bruce Swart called for a motion to accept as corrected. Board Member Audrey Berger so moved and Board Member Art Larsen seconded the motion. Motion passed unanimously.

**BUSINESS:**

- 1. Discussion and possible action to recommend modifications to the Cemetery Policies, to review proposed amendments by staff, and direct staff to submit to Council for review and approval.**

Dinice Ross read the Hi Jolly Cemetery Checklist and asked the Board for suggested modifications.

Board Member Art Larsen commented on the need for a width requirement.

There was discussion of size requirements. Chairman Bruce Swart stated the requirement will be three feet high, four feet wide and seven feet long which gives each gravesite a border of six inches.

There was discussion regarding what is offensive and what can be removed.

There was discussion of what an unavoidable accident is.

Dinice Ross read the Hi Jolly Cemetery Regulations and asked the Board for suggested modifications.

The Board agreed that the regulations should state that bronze, granite or marble shall be used for monuments and memorial tablets, as these are the only acceptable materials.

There was discussion of acceptable markers and installation.

Board Member Sandy Scott asked that the next agenda include an item regarding the Hi Jolly Monument's repair with cement.

Chairman Bruce Swart suggested the following regulation: Cemetery staff will install all approved markers unless the manufacturer of the grave marker or monument has been contracted to install under the supervision of an employee from the Town of Quartzsite and Cemetery staff. The Town is not responsible for procuring grave markers or monuments.

Cement slabs covering gravesites must have a composite vault over the coffin.

The Board decided decorative items are allowed as long as they are contained within the borders of the gravesite.

Chairman Bruce Swart directed staff to verify the terms 'assign' and 'assignee' to see which is correct for this use.

The Board determined that the fee for opening and closing a gravesite plot for cremains should be listed at \$200.00.

Chairman Bruce Swart stated there should be a comma after faceplate and a lowercase 'a' following in the fourth bullet point under Cremation Niche Wall.

#### Cremation Niche Fees

Vice Chairperson Terry Frausto suggested the following be listed in the regulations: anything not stated in the regulations must go before the Cemetery Board for consideration and possible approval. Chairman Bruce Swart said this statement could go above the last sentence of the Regulations.

Vice Chairperson Terry Frausto moved to approve the Hi Jolly Cemetery Checklist as amended and Board Member Art Larsen seconded the motion. Motion carried unanimously.

Chairman Bruce Swart called for a motion to approve the Regulations as amended. Board Member Lynn Stimson so moved and Board Member Berger seconded. Motion carried unanimously.

**2. Discussion and possible action to recommend to Council fencing or a rock burn along Kofa Ave. for Capital Outlay for fiscal year 2015-2016.**

Dinice Ross said she spoke to Dana Anderson, Director of the Park Department and a couple of other gentlemen that said it may be very expensive to put in a rock burn.

Vice Chairperson Terry Frausto asked if cable might work.

Chairman Bruce Swart said the Church would donate 15 – 20 telephone poles.

Chairman Bruce Swart asked for a motion to accept the donation and if the Public Works Department determines that is appropriate to use and if they come up with how much it will cost to put a the cable through the poles. Board Member Lynn Stimson so moved and Vice Chairperson Terry Frausto seconded the motion. The vote was unanimous. Motion Carried.

**3. Discussion and possible approval to identify the different areas of the cemetery with names, numbers, etc.**

There was discussion of different methods of gravesite identification.

Vice Chairperson Terry Frausto moved to identify the areas of the Cemetery with 'Section A,' 'Section B' and Chairman Bruce Swart added, beginning with the Hi Jolly Cemetery's Pioneer Cemetery as being Section A, the one next to it being Section B, each section would receive an alphabetical designation starting with the letter A. Board Member Sandy Scott seconded the motion. All voted in favor of the motion. Motion Carried.

**4. Discussion and possible approval to set up a volunteer program called "Mission: Restore Bronze" that restores the bronze plaques of deceased veterans.**

Dinice Ross spoke of a CD that Vice Chairperson Terry Frausto gave her. Dinice Ross explained it takes one hour to restore one plaque. Boy Scouts working for their Eagle Scout Badges may wish to help with this. The Board stated that in September this should be on the Hi Jolly Cemetery Board's agenda.

Board Member Art Larsen moved to finalize plans in September and Board Member Lynn Stimson seconded the motion. The vote was unanimously in favor. Motion Carried.

**5. Discussion and possible approval to adjourn regular meetings until September 2015.**

Board Member Lynn Stimson moved to adjourn regular meetings until September 2015.

Board Member Lynn Stimson amended her motion. Board Member Lynn Stimson's amended motion was that the Board approve to adjourn the regular meetings until September unless Dinice needs to call a special meeting as staff and Board Member Art Larsen seconded the motion. The vote was all in favor. Motion Carried.

**REPORTS:**

**Report on the progress of the Hi Jolly Cemetery entrance off Kofa Avenue.**

Tracey of Public Works is working getting prices for the lettering of the Cemetery entrance sign.

One possibility for the sign is to let the metal letters rust to the proper point and then sealing them.

**Work day to place marking feathers on the new gravesites.**

Dinice Ross spoke of Section D feather placement and the possible use of leftover feathers for Section B.

Chairman Swart directed that the next agenda include the placement of the gravesite markers and the DVD of the last Walk with the Past.

Board Member Lynn Stimson moved to adjourn and Board Member Audrey Berger seconded the motion. The vote was unanimously in favor. Motion Carried.

**ADJOURNMENT:** 4:31 p.m.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Meeting of May 4, 2015, of the Hi Jolly Cemetery Board of the Town of Quartzsite, Arizona, held on May 4, 2015.

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

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Dinice Ross, Cemetery Department,  
on behalf of the Board





**A. Purpose**

The purpose of this Agreement is to define the scope of services to be provided by GovNET Inc.

**B. Scope of Services**

The services provided by GovNET Inc. to the Quartzsite Public Library are detailed in original quote # AAQ2016 – 1 and AAQ2016 – 2. The Customer and/or GovNET may choose to execute the project in whole, or in part, and/or at various times based on SLD funding commitments and/or educational timeframes.

The scope of work to be provided and the specifications to be completed shall be detailed either in the RFP issued or additional subsequent contract agreement between the parties.

This Agreement is contingent upon an award being received for FY15 Universal Service Fund (E-Rate) funding as submitted by the Customer. The Customer shall indicate at least 30 days prior to July 1, 2015, if they wish to wait for USAC to issue the formal "Funding Commitment Decision Letter" (FCDL) before GovNET finalizes installation.

A lease of space at no cost for the Service Provider equipment to be installed at Customer location may be required, GovNET will provide such lease document, if applicable.

**C. Contract and SPIN Numbers**

Terms & Conditions governed by **Form 470 Application #: 738250001322324**

GovNET Inc. SPIN Number: **143033848**

**The contract agreement term will automatically renew on the "On-Air" anniversary date for same term agreed below.**

**D. FY15 Service Start and Service End Dates**

Priority 1 – Recurring Services:

- Service Start Date: \_\_\_\_\_ Internet Bandwidth: \_\_\_\_\_ Mbps
- Service End Date: \_\_\_\_\_ WAN Bandwidth: \_\_\_\_\_ Mbps

*Service Provider Company*  
GovNET Inc.

*CUSTOMER*  
Quartzsite Public Library

\_\_\_\_\_  
Karen McCoy Date:  
GovNET Inc.  
7835 E. McClain Drive  
Scottsdale, AZ 85260

\_\_\_\_\_  
(Authorized Party) Date:  
Quartzsite Public Library  
P.O. Box 2812  
465 N. Plymouth Ave.  
Quartzsite, AZ 85346-2812



GovNET, Inc.  
 7835 E. McClain Drive  
 Scottsdale, AZ 85260  
 Arizona State Contract: ADSP010-000399  
 Corresponding Form 470 # 738250001322324



SPIN: 143033848

TO: Skylor Miller  
 Quartzsite Public Library  
 P.O. Box 2812  
 465 N. Plymouth Ave.

Phone: (928) 927-4333

Email: [smiller@cl.quartzsite.az.us](mailto:smiller@cl.quartzsite.az.us)

Applicant's Form Identifier	GovNET Quote Number	Quote Date	GovNET Contact Number	Email
15_QPL	AAQ2016 - 1	03/09/15	(480) 424-1411	<a href="mailto:erate@govnet.net">erate@govnet.net</a>

#### Internet Access

DESCRIPTION	QTY	UNIT PRICE	NON-RECURRING COSTS	MONTHLY PRICE	ANNUAL PRICE
Internet Access Installation Charge (Per Site/ 1X Charge)* - Quartzsite Public Library and Community Center	2	\$3,200.00	\$6,400.00*		
Construction Charge	1	\$0.00		\$0.00	\$0.00
Internet Access (50 Mbps)	50	\$30.00		\$1,500.00	\$18,000.00
Internet Access (60 Mbps)	60	\$30.00		\$1,800.00	\$21,600.00
Internet Access (70 Mbps)	70	\$30.00		\$2,100.00	\$25,200.00
Internet Access (80 Mbps)	80	\$30.00		\$2,400.00	\$28,800.00
Internet Access (90 Mbps)	90	\$30.00		\$2,700.00	\$32,400.00
Internet Access (100 Mbps)	100	\$30.00		\$3,000.00	\$36,000.00
Internet Access (200 Mbps)	200	\$25.00		\$5,000.00	\$60,000.00

\* If equipment install is completed during GovNET's federal grant award time frame, installation charge is waived (\$0).

**Quote Includes:** Lease of Equipment & all maintenance for contract term. Quote does not include applicable fees & taxes.

Contract Term is available as a one-year contract or multi-year contracts.

- > Bandwidth upgrades are available as required at no additional charge (except Equipment Upgrade, if necessary).
- > 5 year contract receives a 5% discount on monthly rate for full contract term.

An engineering site survey may be required prior to contract and date delivery commitment. Individual sites may be available for bandwidth customization. Service to start on a mutually agreed date of service (estimated service date planned for 3rd Quarter, 2015).

GovNET's standard offering is Full Duplex Tier 1 bandwidth = Bi-Directional service providing the SAME bandwidth for upload & download.

For any questions please email: [karen.m@govnet.net](mailto:karen.m@govnet.net) or call 480.424.1411



## Network Maintenance and Technical Support Contract

**Note:** ETC will provide professional support for a full spectrum of support for the life cycle of servers and Network equipment that includes the following: (ETC will also provide any as needed technical support for other LT related efforts in the district during the contract period)

### Windows server (All Versions):

- \*Inventory and record warranty details.
- \*Inventory, record, and analyze server security (physical, file system, OS, and network)
- \*Install and configure new hardware purchases
- \*Inventory and analyze any custom applications running on the servers.
- \*Inventory and analyze all system services.
- \*Discuss support goals and any concerns.
- \*24x5 unlimited phone and on-site support.
- \*Monitoring for potential vulnerabilities
- \*Security patches and updates
- \*Monitor and verify the success of data backups.
- \*Error log monitoring
- \* Microsoft Active Directory planning, troubleshooting, consulting, and analysis.
- \*Server hardware errors and failures (labor only)
- \* Routine and preventative maintenance (defragmentation, temp files,
- \* Login scripts, folder redirection, user profiles, and user home directories.
- \*Recommend or maintain existing Virus and Spam filter systems.
- \*File system security.
- \*Storage system support for NAS/DAS
- \*Virtualization support for HyperV and VMware products
- \*Remote Monitoring and Onsite support

### Network Equipment:

- \*Inventory and record warranty details.
- \*Network administration
- \*Configuration analysis and backup
- \*Firewall configuration and Monitoring
- \*Router support
- \*Switch support
- \*Wireless Access
- \*Fiber and Category 5/6 cable installation and support
- \*Project Management
- \*Hardware analysis and upgrade assistance
- \*Lan/Wan support



## NAU Education Technology Consortium: Benefits

- **Engineering Infrastructure**
  - *NAU ETC has the high level knowledge and expertise that is capable of providing local IT departments with support working through complex technical issues.*
  
- **Project Management**
  - *NAU ETC has assisted multiple districts plan and complete a variety of IT projects over the years, contributing their expertise as needed to assure successful outcomes.*
  
- **Technology Planning**
  - *NAU ETC works with many schools and can assist in planning and implementing the technology needed to implement a 21<sup>st</sup> century classroom.*
  
- **Discounts for Purchasing**
  - *NAU works with many vendors throughout Arizona and the U.S. as a representative for the many school districts it supports.*
  
- **Onsite and Phone support**
  - *NAU ETC has a built in helpdesk for IT personal. If you need support ... NAU ETC is just a phone call away.*
  - *When needed, onsite support is readily available.*
  
- **Onsite training**
  - *NAU ETC is capable of training local IT personnel on much of the complex equipment used to keep Voice/Data infrastructure running, reducing future support costs.*
  
- **Information Specialist that knows our systems**
  - *Opportunity to work with the same 4 techs every time a support issue arises. There will be no wasted energy re-teaching different specialists how your school operates.*
  
- **Low Rates for K-12 Districts**
  - *Maintaining the nonprofit status, NAU ETC is capable of providing low rates to its customers.*
  - *Billing is on an actual per hour used basis.*



The intent of this document is to explain the best methods of requesting assistance from The Education Technology Consortium (ETC). While we are flexible and understand 100% that different issues require different levels of action and thus differing levels of immediacy; the information below can be used to obtain technical support in as timely a fashion as possible. Your network primary point of contact is Bryan Watson and can be reached by either method or by cell at 928-606-5499.

1. Primary Method of Contact: E-mail: [net-techs@apscc.org](mailto:net-techs@apscc.org) (return time should be with-in 1 hour, however we do try to send an e-mail stating that we have received your e-mail with-in 15-20 minutes of receipt.)

In the context of the e-mail please provide the following information:

- Users Name (Full Name with correct spelling.)
  - Phone Number
  - Room Number
  - Detailed description of the issue.
  - Urgency
2. The second method of contact for a user is to call in directly to our office: 928-523-8489

This method will allow the user to contact a technician directly. We are aware that often times there are technical issues that need immediate attention so calling in is the best method to get immediate assistance with an issue. This method should be used when there is a high level of urgency needed to resolve a problem as our technicians are constantly working with users on the phone.

Best Regards,

The ETC Network Team  
Network Services  
Education Technology Consortium  
Northern Arizona University  
<http://etc.nau.edu>  
Office: 928.523.8489  
Fax: 928.523.8901



ETC - Bryan Watson  
1300 S. Milton Road, Suite 212  
Flagstaff, AZ 86001  
928-523-8488 - phone  
928-523-8901 - Fax

Price Quote For: Skylor Miller  
Town of Quartzsite 928-927-4333  
Support FY2015-16  
Quote Date: 07/12/2015

IT Technical Support for Fiscal Year 2015-2016

Part Number	Description (See Attached Support Agreement for Detail)	Licensed QTY	1 Year
Tech Support Services	<p>Server/Domain Controllers, Managed Services, Routers, Firewall, Network Switches, Wireless Network, Network Support and Maintenance/General Technical Assistance</p> <p><b>*See Attached Support Agreement</b></p> <p><b>NOTE: Effective service start date is August 1, 2015</b>  <b>Purchases of hardware or software will be quoted as needed. This quote is for labor only.</b></p> <p>Purchase orders can be mailed to            Education Technology Consortium            1300 S. Milton Rd            Ste 212            Flagstaff, AZ 86001</p>	1	\$25,000.00
			<b>SUB-TOTAL: \$25,000.00</b>
			<b>TAX:</b>
			<b>TOTAL: \$25,000.00</b>



**Quartzsite Library  
Form 470 Application Number:  
738250001322324 Applicant's Form**

**Prepared By:**

Carol Bell | Program Director of Education Services  
480.426.8338 (o) | [cbell@crexendo.com](mailto:cbell@crexendo.com)  
[www.Crexendo.com](http://www.Crexendo.com) | 1516 S. 52<sup>nd</sup> Street | Tempe, AZ 85281

**E-Rate SPIN Number:  
143037365**

## Company Background

Crexendo, Inc. Headquartered in Tempe, Arizona, is a full-service VoIP hosted cloud solutions provider that delivers critical voice and data technology infrastructure services to the Education, Medical, Industrial, and Enterprise markets. Crexendo has over a hundred employees that are comprised of industry-leading engineering, sales, marketing, and support professionals. Our staff combines *left-brain logic* with *right-brain creativity* to design, build and deliver world-class cloud services that drive business productivity.

Crexendo is fully committed to the reliability and security of our cloud systems. Starting with a world-class, multi-redundant data center featuring the highest level of security defenses, every facet of our development is benchmarked against the maximum security and reliability standards. Crexendo has achieved Class-I level security status and compliance with Payment Card Industry (PCI), and CLEC licensing for our cloud web, telecommunications and network suite of services.



THE CREXENDO CORPORATE OFFICE IN TEMPE, ARIZONA.

### Crexendos' cloud business solutions include:

- *Hosted, Cloud Telecommunications Networks:* Virtually networked, cloud-based telecommunications hardware and software systems.
- *Network and Broadband Solutions:* Fast and reliable broadband data solutions.

When implemented and integrated, these services help our customers to be more productive, more flexible, and better positioned to retain financial strength. Crexendo successfully integrates the strategic and creative side of cloud technology to create a 360° solution for our customers.



## Summary of Qualifications:

“Hosted” simply describes a national infrastructure that combines local, long distance, and enhanced voice services to be centrally maintained and delivered to the end user over an IP network.

Crexendo is the next step in providing phone and Internet service to businesses throughout the United States and Canada. As one of the nation’s leading providers of Hosted IP Voice and Data services, the company offers a simple, flexible, and powerful voice and data solution at an affordable per-seat price. Through its cutting-edge technology, Crexendo services allow companies to utilize a fully hosted communications platform (PBX) and offer businesses the latest phone and internet technologies complete with business continuity and disaster recovery capabilities—without the need and cost for businesses to purchase their own on-site PBX.

Crexendo built its business with a commitment to exceptional customer service, and will exert every effort to satisfy each of its customers. At Crexendo, our organizational values are based on network integrity and customer service and support; we are focused on exceeding customer expectations.

- ☁ Crexendo designed its business model to address these customer needs:
  - Crexendo uses an internet connection to connect to our private data centers, for each customer
  - We can provide networks for IP telephony, High Speed Data, and internet with Quality of Service (QoS) and Class of Service (CoS) functionality.
- ☁ Multi-Location customers can benefit with simple consolidated billing.
- ☁ Crexendo has over 20,000 users on the platform spanning the globe.

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- ☁ With over 18 years in business, Crexendo's platform continues to grow with the latest and greatest features that our customers deserve.
- ☁ Crexendo's team of engineers is continually developing on the platform and release new software every 4-6 weeks.
- ☁ Crexendo has its own robust customer portal to give its customers access to all of their services as well as online billing, call logs, and online video training.

Crexendo provides schools, businesses and organizations with extensive service and features, all without the cost, hassle and limitations of traditional systems. Rather than purchasing expensive PBX equipment for each location, paying a technician to maintain it and dealing with costly upgrades, technology has enabled providers like Crexendo to centralize all of the functionality of the traditional PBX in geographically diverse locations to ensure network redundancy and business continuity. The Crexendo hosted solution enables you to pay a monthly, per user fee for the managed Voice network. The per-user fee includes:

- ☁ SIP Gateway devices to incorporate analog phones or devices
- ☁ **Free** local and long distance calling within US and Canada
- ☁ Traditional PBX features such as call hold, transfer, call park, music on hold
- ☁ Call recording features
- ☁ Unlimited Auto Attendants and Calling Groups
- ☁ **Free** pushed software upgrades every 6-8 weeks
- ☁ Unified Voice and Fax Messaging
- ☁ Convergence of cellular, office and PC
- ☁ Global 4-Digit Dial capability
- ☁ Business Continuity-Calls will "fail-over" to employees cell phones in the event of local disaster
- ☁ Voice Mail to Email functionality
- ☁ **eFaxing** to the desktop, providing additional savings on dedicated fax lines, toner costs, and paper costs
- ☁ **Free** International calling back to the U.S. whenever abroad in a Wi-Fi environment!
- ☁ Built-in 10-party Conference Bridge!

## 10 reasons for Schools/Libraries to choose Crexendo as their Cloud-telephone provider.

10. **Incredible reliability & increased productivity:** Great service uptime with less infrastructure & IT resources.
9. **Seamless provisioning:** Retain your existing phone numbers.
8. **Hardware & software provider:** Use one provider... for everything.
7. **We Get the Process:** The E-Rate process can be confusing, but the benefits can be wonderful. Working with a company that understands the process, while they can't do the paperwork for you, can help in making sure their offerings comply with E-Rate Program rules.
6. **CLEC (competitive local exchange carrier) certification:** We abide by stringent regulatory requirements.
5. **Business continuity:** Multiple levels of redundancy keep your phones running when the unexpected happens.
4. **Amazing service:** 27x7x365 "white glove" service.
3. **World-class engineering:** With our in-house expertise and a specialized E-Rate consultant we stay on top of the latest changes and procedures.
2. **Our company:** Publicly held, debt-free and run by telecom pioneer Steve Mihaylo (CEO). With our CEO and Crexendo's commitment to education it just makes sense!
1. **BIG cost savings:** For schools, funding is essential. Crexendo can help extend educational budgets by saving 20-60% on telecom expenses, helping stretch every dollar.



**World Class Products:**

**T48 – This is tremendous phone for the executives at the School or the Receptionist. It has a 7" TOUCH SCREEN display. GIG compatible**



**CX340 – This phone is perfect for the admin / office personel with all the features needed to be more productive. GIG compatible**



**CX240 - Fantastic for basic use with features that will enable people to stay connected. GIG compatible**



**200 Non POE – Simple, no added buttons- great for class**



## E-Rate Proposal Details

*THIS SECTION IS QUALIFIED FOR REIMBURSEMENT AND IS CATEGORY 1 SERVICE.*

### Monthly Service Charges (based on 60 month agreement)

Service	Price
Call Trunk	6.47 Per Phone Per Month
Extension License	6.47 Per Phone Per Month

**TOTAL per phone monthly charge \$12.94 Per Phone Per Month**

**\*Example for 50 phones would be  $\$12.94 \times 50 = \$647$  per month\***

Tax is figured at 20% of monthly charges est.

**Onetime Activation and Porting of existing Phone Numbers \$30.00 per phone**

*THIS SECTION IS FOR THE PHONE DEVICES. THE COSTS LISTED ON THIS SECTION OF THE PROPOSAL ARE THE RESPONSIBILITY OF THE SCHOOL OR LIBRARY 100% AND IS NOT QUALIFIED FOR REIMBURSEMENT.*

Phone Devices (one time purchase or lease option available) all phones are warrantied for the life of the agreement.

<b>Device</b>	<b>Price</b>
T-48 (Executive Phone)	\$329.00 Each
CX-340 (Office / Admin Phones)	\$195.00 Each
CX-240 (Basic Phones)	\$95.00 Each
200 Non POE For the classroom	\$60.00 Each

You can choose any combination of above phones to fit your needs

## Warranty

The Crexendo system is fully warranted for the life of the agreement. Our cordless phone carries the manufacturer warranty due to the cordless nature of that phone.

## Phone System Features

**Y Yes** – The proposed system includes this functionality as part of the basic package with no additional charges.

**N No** – The proposed system does not include this functionality as part of the basic package AND it is not available as an upgrade.

**A Add-On** – The proposed system can support this functionality but not as part of its basic package. Additional charges will result. Provide explanation, estimated costs and potential impact to delivery date as well as specifying third-party vendors and products.

System Features Checklist					
	Description	Y	N	A	Comment
1	Able to retrieve voice mail via one-touch access button?	x			Easy to use one-touch access
2	Able to retrieve deleted messages?	x			All Messages are available on phone and portal
3	Ability for a single user to answer multiple extensions from one phone set?	x			A single user can answer as many phone extensions as necessary
4	Advanced switchboard functionality including ability to see who is on a call, click to call, one-touch call recording, drag and drop transfers, integrated company directory?	x			Thru our Voice Operator Panel for front desk personnel, you can do all stated
5	Alphanumeric Display?	x			Can search by first name or last name
6	Automatic outside line answer/hold?	x			
7	Built-in full duplex capability speakerphone?	x			HD Quality
8	Call forwarding?	x			
9	Call history?	x			History Log built into phone and can access any calls thru portal
10	Call log retention?	x			All calls are stored on portal and you can run reports on inbound/outbound calling
11	Call park?	x			Multiple zones available for call park
12	Call pick-up?	x			
13	Call transfer?	x			Easy to use one touch transfer
14	Caller ID?	x			Both Name and Number available
15	Capable of monitoring multiple voice mailboxes for messages?	x			Voice mails can be sent to email for easy listening and distribution if needed

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16	Capable of using a wired headset without handset-lifter?	x		No handset-lifter needed with wired headset
17	Capable of using a wireless headset without handset-lifter?		x	Electronic lifter using EHS36 \$50.00
18	Change voicemail settings from off campus?	x		Any setting available thru web portal
19	Check voicemail from outside line?	x		Easy to use call in number when outside
20	Dial by name directory?	x		First or Last Name dial by name directory
21	Delayed ringing?	x		Any extension can ring any other extension in any sequence with programming
22	Distinctive ringing?	x		Multiple ring tones available
23	Do not disturb?	x		
24	Exchange integration?	x		Voice mail to email for all extensions
25	Extension look-up/directory for internal staff?	x		Company directory
26	Feature button display - hardware or software?	x		Multiple programmable buttons on each phone
27	Intercom capability with audible tone distinguishable from the regular ring?	x		Yes intercom tone is different. Intercom thru phones is included
28	Last number redial?	x		Have "history" on phones for easy one touch redial
29	Message indicator for voicemail?	x		Both verbal and visual
30	Message only information or business mailbox?	x		
31	Missed call indicator?	x		Electronically shown on phone
32	Multiparty conferencing capability from the phone set?	x		3 person conferencing from any phone
33	Multiple custom voicemail greetings?	x		Each voicemail can be set up with custom greeting
34	Music and/or marketing messages on hold?	x		Just an easy download of wave file
35	Mute function?	x		
36	Overhead and handset paging for all facilities supporting multiple zones?		x	Overhead paging is an extra cost and must have some additional customer supplied equipment est. \$750-\$1,000
37	Paging accessible to all stations or group function?	x		Able to page all local stations and or groups.
38	Paging and intercom functionality?	x		
39	Remote access to all VM boxes?	x		Dial number provided for outside retrieval of VM
40	Remote door/gate intercom integration?		x	Need more information but est. would be \$500-\$1,000
41	Station and system speed dial?	x		Station Speed Dial.
42	System health monitoring tools?	x		Multiple system health monitoring tools.
43	Transfer of VM to email or vice versa?	x		VM to Email
44	User programmable keys?	x		10 + programmable keys depending on phone type
45	Video calling?		x	Not available on our system

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46	Voicemail forwarding?	x		
47	Voicemail caller ID / time of message?	x		Time stamp with caller ID
48	Volume control?	x		Multiple settings for Volume
49	Wireless Handsets?			x Multiple types that work with our system. est (\$100-\$400/each)
50	3, 4, 5 & 6 digit extensions?	x		We use 4 digit extensions that can be customized

## Training

### Scope

Training on all system functions will be provided by Crexendo prior to commencement of the rollout period and will include sufficient information and practical experience to familiarize both system administrators and users with system features and operations for their particular assignments. Training will include system software and handset features, and will take place before installation.

### Training Plan

Crexendo will submit a detailed training plan, outlining the objectives, strategy, and curriculum to be addressed during training for end users. This plan will present the activities to be undertaken, proposed training schedule, required personnel and facilities, and other training tasks necessary for the successful implementation of the new system. All training is included in the installation line item below.

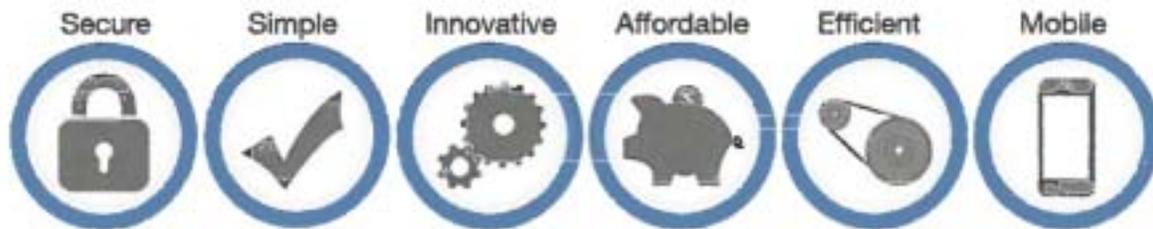
### Training Materials

Crexendo will provide all instructional materials, media presentation devices, corresponding media, and course instructors. The training materials will be a site-specific reference card/sheet outlining basic system instructions that users can refer to before formal training and as a quick reference going forward. For the purposes of on-going training, Crexendo shall grant permission to Company to reproduce any and all training materials. To the extent possible, all such training materials will be made available in electronic format as well as hard-copy.

### Personnel

Crexendo utilizes a "train the trainer" methodology. You may add or change any individuals you see fit for the training. Crexendo will do follow up training as needed as well. All training throughout the life of the agreement is included in the pricing and may be used as much as you see fit without any additional charges.

## Crexendo Cloud Communication Technology



### Why Partner with Crexendo?

1. World-class, enterprise-ready technology and features
2. BIG Op-Ex savings. Up to 60% over traditional business phone service
3. Get rid of high priced "local analog lines".
4. Continuous product and technology enhancements
5. "White Glove" 24 x 7 x 365 customer service
6. Secure, PCI compliant data center facility
7. Publicly held (NYSE: MKT EXE) and run by telecom pioneer, Steve Mihaylo (CEO)

### Trusted By Major Corporations



## Crexendo Business Solutions, Inc. – E-Rate Qualifications

Crexendo Business Solutions, Inc. is a SPIN holder in good standing, and has a current SPAC on file (see screenshot below).

Page 1 of 1  
Results 1 - 1 of 1

SPIN	Service Provider Name	Doing Business As	Contact Name	Contact Address	Contact Phone	Form 499 Filer	SPAC Filed
143037385	Crexendo Business Solutions, Inc.	Crexendo, Inc.	Cassandra Anderson	1515 S. 62nd Street, Tempe, AZ 85281-8223	802596-4175	Y	2014

Crexendo Business Solutions, Inc. has engaged E-Rate consultant to provide staff training, strategic oversight and Q&A, billing and process support, and internal conduct and audit training.

Crexendo Business Solutions, Inc. is familiar with both BEAR and SPI billing, and is capable of delivering either, at the applicant's request.

Crexendo Business Solutions, Inc. conducts regular staff training on E-Rate Program rules to ensure that all personnel are kept apprised of program deadlines, document retention requirements, product eligibility, and

Crexendo Business Solutions, Inc. conducts regular staff training to ensure that all service provider conduct guidelines are followed, including Federal gifting rules, allowable contact during the different phases of the program, and service provider responsibilities to ensure that the applicant pays their discounted percentage.

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Crexendo Business Solutions, Inc. conducts periodic process reviews to ensure that all requirements for any potential audits are met.

Last, Crexendo Business Solutions, Inc. has never been denied E-Rate funding, nor received a COMAD, and has never been on the FCC "Red Light" list due to unpaid obligations. (see screen shot below)



Crexendo Business Solutions, Inc. is committed to ensuring your district receives world class service and support as Crexendo firmly believes in partnering with our clients for your future growth into the 21<sup>st</sup> century and beyond.

Carol Bell  
Crexendo Cloud Communications  
480.426.8338