

MINUTES
TOWN OF QUARTZSITE
WORK SESSION OF THE COMMON COUNCIL
TUESDAY, MARCH 10, 2015, 6:00 PM

CALL TO ORDER: 6:04 p.m.

Meeting called to order by Vice Mayor Simpson due to the Mayor's absence.

INVOCATION: None given.

PLEDGE OF ALLEGIANCE: Vice Mayor Simpson led the pledge.

ROLL CALL:

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

Absent: Mayor Foster

STAFF PRESENT: Skylor Miller, Town Manager; Susan Goodwin, Town Attorney; Ernie Renfro, Chief of Police; and Tina Abriani, Town Clerk

WORK SESSION:

1. **PRELIMINARY 2015-2016 BUDGET WORKSHOP - Review, discussion and direction to staff regarding the upcoming 2015-2016 Tentative Budget.**

- **Budget Process and Timeline**
- **Estimated Revenues for FY 15-16**
- **Proposed Capital Projects for FY 15-16**

Town Manager Miller gave an overview presentation of the tentative schedule for the work to establish a fiscal year 2015-2016 tentative Town budget. He explained the schedule is flexible. He advised the Council that the Finance Department has been updating all the employee associated costs by department.

Town Manager Miller stated the object of the budget is to have the Town provide services efficiently and economically.

Council Member Orgeron suggested, in addition to being financially frugal, the Town look at the cost of vendor permits and licenses to increase revenue. He advised that the price for the permits and licenses is low.

Council Member Orgeron stated that serving on the Council should be a civic duty and not a paid position.

Town Manager Miller said he would like to have the department heads appear before the Council to talk about their department's operation, capital projects, and equipment needs.

Council Member St. Germain instructed Town Manager Miller to tell the department heads to be prepared with line by line detail in their proposed budgets.

Council Member St. Germain advised he will make the cuts in the budget if the department heads do not.

Council Member Kelley stated she would like to see the department heads tell the Council how many people are in the department, what their jobs are and what they do.

There was discussion of the waste water treatment plant.

2. POLICE DEPARTMENT RESTRUCTURING - Chief Renfro to present proposed restructuring and discuss benefits, added services and the effect on personnel and ancillary budget line items.

Chief Renfro gave a PowerPoint presentation regarding the 2015-2015 Re-Organization Structure. He explained the restructuring that he has in place and some of the benefits. He plans to make the Police Department be structured as a typical department more so than it has in the past, but also cut staff and reduce costs.

Chief Renfro spoke of the K-9 the Police Department acquired free of charge. The proposed detective position and the K-9 will work to reduce the drug traffic along the major drug corridors of Interstate 10 and Highway 95.

Chief Renfro sees the department performing more efficiently and effectively with a lieutenant to look over the officers and sergeants. He noted the department has been funded for thirteen positions with one administrative staff.

Chief Renfro advised his idea will keep the department under budget. He explained that he will bring in a lieutenant position, keep four patrol officers, the detective position will be filled from within the department, and keep the civilian staff administrative position. One of the sergeants will be the Police Department's Community Resource Officer. When Sergeant Frausto retires, his position will go back to police officer. Chief Renfro proposed one to two reserve officers.

Town Manager Miller read from the PowerPoint screen listing the re-organizational chart: the top position is chief, followed by the lieutenant, the patrol sergeant would be the multi-levels of accountability and management; the detective would report to the lieutenant, as would the administrative sergeant who will serve as the Community Resource Officer and oversee the evidence clerk/human resources administrative position.

There was review and discussion of the Police Department Budget and the reduction in expenditures with the proposed re-structuring.

Chief Renfro related the duties of the lieutenant and the importance of the position.

Chief Renfro spoke regarding creating partners with law enforcement agencies within La Paz County.

Chief Renfro discussed the use of reserve officers.

One of the Chief's goals, as he stated, is to get the officers involved in writing grants to garner award monies to be used on equipment and vehicles.

Town Manager Miller explained that the lieutenant's position is new and three officer positions are being removed. He asked Council to direct staff to move forward with the hiring process for the lieutenant's position.

The Council agreed and directed staff to move forward. There were no dissenting opinions expressed by Council.

Council Member Davidson moved to adjourn and Council Member Orgeron seconded the motion. The vote was unanimous. Motion Passed.

ADJOURNMENT: 7:07 p.m.

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session of March 10, 2015, of the Town Council of Quartzsite, Arizona, held on March 10, 2015.

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

DATED this 24th day of March 2015



Tina Abriani, Town Clerk

On behalf of the Common Council

Approved:



Ed Foster, Mayor