REGULAR MEETING OF THE
TOWN OF QUARTZSITE
COMMON COUNCIL
TUESDAY, SEPTEMBER 22, 2020

AGENDA

Norm Simpson, Mayor
Loretta Warner, Vice Mayor
Starr BearCat
Lynda Goldberg
Beverly Cunningham
Steve Schue
Karey Amon

This meeting will be conducted via the Internet and will require a telephone or computer connection.
There will be no physical meeting at Town Hall.

To join the Zoom Meeting by Internet, select the address below.
https://us02web.zoom.us/j/83791552463

To join the Zoom Meeting by phone, dial the number below.
+1 346 248 7799 US (Houston) or +1 669 900 6833 US (San Jose)

Meeting ID # 837 9155 2463

If you experience technical difficulties, email coneill@quartzsiteaz.org

Members of the Quartzsite Common Council will attend by telephone or Internet conferencing.

SPEAKING TO THE COUNCIL
Any person wishing to ask a question or participate in public discussion may submit the request to speak via email, or in person, to the Town Clerk by noon of the day of the Internet meeting. The email address for the Town Clerk is townclerk@quartzsiteaz.org.
Each individual will be limited to three (3) minutes for their remarks.

While the meeting is underway, everyone other than Council Members will be limited to comments typed into the chat function.

All persons participating in the Council Internet Meeting, 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 will have their meeting participation ended by the meeting host.

EXECUTIVE SESSION
An Executive Session may be called during the public meeting on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of receiving legal advice.

Items may be discussed earlier or in a different sequence.

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>COUNCIL ACTION</th>
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<td>CALL TO ORDER OF REGULAR MEETING</td>
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092220 Town Council Regular Meeting Agenda
### INVOCATION AND PLEDGE OF ALLEGIANCE
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.

### ROLL CALL

1. **CALL TO THE PUBLIC, ANNOUNCEMENTS AND COMMUNICATIONS FROM CITIZENS** – At this time, members of the public may only comment in the chat section of the Zoom meeting site on matters within the jurisdiction of the Town and matters designated for no public comment. Comments on matters on the agenda designated for public comment are to be made at the time the Council considers the item. For the official record, individuals must state their name in the chat section of the Zoom meeting site. The Council’s response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be placed on a future agenda if the matter is not already on the agenda.

### PRESENTATIONS; PROCLAMATIONS; REPORTS

2. **PROCLAMATION Declaring October 2020 Domestic Violence Awareness Month**
   - Proclamation Only

3. **Quartzsite Urban Economic Sustainability Team, QUEST, PRESENTATION by QUEST President Mark Goldberg**
   - Presentation Only

4. **PRESENTATION on the results of the Reopening Round Table discussion hosted by the Quartzsite Area Chamber of Commerce and Tourism. Chamber President Shanana Rain Golden-Bear presenting.**
   - Presentation only

### BUSINESS

5. **MINUTES** – Consider approval of the minutes of the Town Council Regular Meeting of September 8, 2020.
   - Council discussion
   - Council action or direction
| 6. | **LEDGER OF ACCOUNTS AND PAYROLL PAID** – Consider for approval the following series: -  
- Accounts Payable Operating Account – Check Series - #47428-47461 totaling $97,864.29  
- Payroll Check Series - #47417-47427 totaling $81,701.99  
- GRAND TOTAL $178,566.28 |
<p>| 7. | <strong>COUNCIL DECISION ON MODIFIED HOURS FOR SUMMER AND WINTER</strong> – Discussion and direction to staff concerning possible extension of four ten-hour days at Town Hall. |
| 8. | <strong>2020 TITLE VI NON-DISCRIMINATION IMPLEMENTATION PLAN</strong> – Review and possible action to repeal Resolution No. 18-13, adopt Resolution No. 20-09, Title VI Non-Discrimination Implementation Plan for the Camel Express Transit Services. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and services receiving federal financial assistance. This plan identifies the individuals who are covered by these protections, the entities that must follow this law and how Title VI is implemented. |
| 9. | <strong>MEMORANDUM OF UNDERSTANDING WITH THE UNITED STATES MARSHALS SERVICE</strong> – Review and possible approval to enter into a Memorandum of Understanding with the United States Marshals Service for Quartzsite Police to provide a part-time (as needed) Officer to be a member of Violent Offender Task Force. |
| 10. | <strong>POSSIBLE APPROVAL FOR POLICE DEPARTMENT TO PURCHASE SPILLMAN RECORDS MANAGEMENT SYSTEM</strong> - Review and possible action to approve the purchase of Spillman Records Management System through Motorola Solutions with a total purchase price of $65,534.86 to be divided between 2020/2021 and 2021/2022 budget cycles. |</p>
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<tr>
<th>11.</th>
<th>COMMUNITY CENTER ANNEX BUILDING CHANGE ORDER #2 – Authorization to execute Change Order #2 with Design Space Modular Buildings to increase the contract amount of $128,072 by $4,095 for a new contract total of $132,167 for CDBG Contract #112-20.</th>
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<th>12.</th>
<th>DEVELOPMENT OF GUIDELINES FOR LARGER EVENTS – Discussion and possible action on developing guidelines for larger events per the Governor’s Executive Orders.</th>
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**COMMUNICATIONS**

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<th>13.</th>
<th>Reports from the MAYOR on current events.</th>
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<th>14.</th>
<th>Reports from the COUNCIL on current events.</th>
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<th>15.</th>
<th>Reports from the TOWN MANAGER on current events.</th>
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<th>16.</th>
<th>FUTURE AGENDA ITEMS</th>
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<td>• Set time, date and location for an Executive Session to discuss the Town Manager’s contract.</td>
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**ADJOURN**

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING THE TOWN CLERK’S OFFICE AT 928-927-4333. REQUESTS SHOULD BE MADE 24 HOURS IN ADVANCE PLEASE, OR AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE ACCOMMODATION.

COUNCIL MAY NOT ACT ON ITEMS NOT ON THE AGENDA

**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 __________ 2020, 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

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092220  Town Council Regular Meeting Agenda
TOWN OF QUARTZSITE
OFFICE OF THE MAYOR
A PROCLAMATION

DECLARING OCTOBER 2020
DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, the Town of Quartzsite recognizes that ending domestic violence in the home is a Statewide imperative that requires vigilance and dedication from every sector of our society. We must stand alongside advocates, victims service providers, law enforcement and our criminal justice system as they hold offenders accountable and provide care and support to survivors; and

WHEREAS, although we have seen changes in laws and improved support, services for survivors we must do more to provide protection and justice for survivors and to prevent violence from occurring; and

WHEREAS, Eve's Place is a Mobile Advocacy Service in rural areas based out of Quartzsite, AZ to provide a variety of services to domestic violence victims and their families, including survivors. Eve's Place offers Mobile Personal Advocacy, transportation, safety planning, support groups, goal setting, housing information, crime victims' rights and compensation, information and referral as well as assistance in obtaining shelter. These services Eve's Place provides help victims transition to positive, healthier lives; and

WHEREAS, during October, the Governor's Office of Youth, Faith and Family kicks off a month-long effort to bring awareness to ending and preventing domestic violence as a demonstration of Arizona’s commitment to never stop fighting for the safety and security of survivors of domestic violence.

NOW, THEREFORE, I, Norm Simpson, Mayor of the Town of Quartzsite, Arizona, do hereby proclaim the month of October as DOMESTIC VIOLENCE AWARENESS MONTH 2020 FOR THE TOWN OF QUARTZSITE and urge the citizens of Quartzsite to recognize the merits of this cause and encourage them to be aware, prevent and give support to local efforts to assist victims of these crimes in finding the help and healing they need due to DOMESTIC VIOLENCE in our community.

Given under my hand in these free United States in the Town of Quartzsite, Arizona, on the 22nd day of September two thousand twenty; and to which I have caused the Seal of the Town of Quartzsite to be affixed and have made this proclamation public.

Norm Simpson, Mayor

ATTEST:

Tina Abriani, Town Clerk
September 1, 2020

Dear Mayor,

Domestic Violence affects Arizonans in all communities, regardless of age, gender, economic status, race, religion, nationality, or educational background. Challenges related to the COVID-19 global pandemic have increased risk factors for family violence. Now more than ever, it is critical that we amplify our support for families. This October, during Domestic Violence Awareness Month, we will continue to prioritize the safety and security of all Arizonans and bring awareness to this important issue.

This year marks the sixth annual Lighting Arizona Purple campaign. The campaign provides an opportunity to support victims, connect families and communities with essential resources, and encourage Arizonans to end domestic violence in Arizona. Due to current circumstances, and to ensure the safety of participants, the Governor’s Office will be engaging community members and stakeholders through a virtual campaign that will include social media and webinars.

To that end, I would like to invite you to join us in raising awareness about domestic violence by:

- Lighting your agency buildings purple;
- Participating on social media using #LightingAZPurple and #EndDVinAZ;
- Providing domestic violence training, information, and resources to employees and constituents;
- Supporting local domestic violence programs; and
- Participating in “Wear Purple Day” on October 22nd.

Please visit www.ItCanStop.az.gov to find additional ideas and resources. If you have any questions, please contact Gaelyn Davis at GDavis@az.gov or 602-542-3463.

Sincerely,

Douglas A. Ducey
Governor of Arizona
REGULAR COUNCIL MEETING
Tuesday, September 22, 2020

Agenda Item: MINUTES – Consider approval of the minutes of the Town Council Regular Meeting of September 8, 2020.

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


Action Requested: Motion to approve the minutes of the Town Council Regular Meeting of September 8, 2020.
CALL TO ORDER: 7:00 p.m.

Mayor Simpson called the meeting to order at 7:00 p.m. through technological means (Zoom meeting).

INVOCATION: Council Member Schue gave the invocation.

PLEDGE OF ALLEGIANCE: Council Member Goldberg led the Pledge of Allegiance.

ROLL CALL:

Present: Mayor Simpson, Vice Mayor Warner, Council Member BearCat, Council Member Schue, Council Member Goldberg, Council Member Amon, Council Member Cunningham.

Guest: Mike Krebs of PACE Engineering

Staff Present: Jim Ferguson, Town Manager; Cliff O'Neill, Assistant Town Manager; Kiki Tunnell, Finance Manager; Emmett Brinkerhoff, Public Works Director; Susan Goodwin, Town Attorney; Tina Abr1ani, Town Clerk

1. CALL TO THE PUBLIC, ANNOUNCEMENTS AND COMMUNICATIONS FROM CITIZENS

None.

PRESENTATIONS; PROCLAMATIONS; REPORTS:

2. PROCLAMATION – Declaring September 11th Patriot Day and a National Day of Service and Remembrance

Mayor Simpson read the proclamation declaring September 11th Patriot Day and a National Day of Service and Remembrance aloud for all to hear.

PUBLIC HEARING:

3. PUBLIC HEARING ON PROPOSED AMENDMENTS TO THE QUARTZSITE TAX CODE - Conduct Public Hearing regarding proposed amendments to the Quartzsite Model City Tax Code amending the Code of Quartzsite, Chapter 9 Transaction Privilege Tax by amending Article 9-1 Adoption of Tax Code to include
all the 2012-2014 Model City Tax Code changes necessary to bring the Town current with those adopted by the Arizona Municipal Tax Code Commission.

No one commented.

**BUSINESS:**


Council Member BearCat asked for a clarification. She said that at the last meeting, we had decided to take off ‘phone’ and ‘garbage’ on the modified zoning, and that is in the minutes. She expressed her concern that there was no notation of the changes having been made or not.

Cliff O’Neill, Assistant Town Manager, clarified saying it has been corrected (including the phone and garbage), but we do not have the signed one back from the attorney.

**Council Member Goldberg moved** to approve the minutes of the Town Council Regular Meeting of August 25, 2020 and the Special Meeting of August 25, 2020.

**Council Member Cunningham seconded** the motion.

Vote: **MOTION CARRIED** unanimously (summary: **Yes** = 7).

**Yes:** Council Member Amon, Council Member BearCat, Council Member Cunningham, Council Member Goldberg, Council Member Schue, Mayor Simpson, Vice Mayor Warner.

5. **LEDGER OF ACCOUNTS AND PAYROLL PAID** – Consider for approval the following series:

- Accounts Payable Operating Account – Check Series -#47373-47388, #47402-47416 totaling $54,066.02
- Payroll Check Series -#47389-47401 totaling $84,520.28
  
  **GRAND TOTAL** $138,586.30

**Council Member Cunningham moved** to approve the Ledger of Accounts and Payroll Paid, check number series 47373 through 47416 for a Grand Total of $138,586.30.

**Council Member Amon seconded** the motion.

Vote: **MOTION CARRIED** unanimously (summary: **Yes** = 7).

**Yes:** Council Member Amon, Council Member BearCat, Council Member Cunningham, Council Member Goldberg, Council Member Schue, Mayor Simpson, Vice Mayor Warner.

6. **ORDINANCE UPDATING QUARTZSITE MODEL CITY TAX CODE** – Consider adoption of an ordinance amending the Code of Quartzsite, Chapter 9 Transaction
Privilege Tax by amending Article 9-1 Adoption of Tax Code pertaining to the 2012-2014 Amendments to the Arizona Model City Tax Code to bring the Town's Tax Code current with the changes made by the Arizona Municipal Tax Code Commission.

Kiki Tunnell, Finance Manager, presented to the Council a request to update the Quartzsite Model City Tax Code presented to the Town by the Municipal Tax Code Commission, a department of the Arizona Department of Revenue. The amendments made to the State's Model City Tax Code were verbiage only changes. Finance Manager Tunnel stated that by approving this action our Model City Tax Code will be current with the 2012-2014 State's Model City Tax Code. Finance Manager Tunnell stressed there were no tax or fee increases included in this amendment. Finance Manager Tunnell also said attachments of the summary of changes were placed on the Town website as well as contained in Council packets.

**Vice Mayor Warner moved** to approve the ordinance updating the Quartzsite Model City Tax Code to be in line with the Arizona Model City Tax Code.

Town Attorney Goodwin asked if when this item was first brought up on an agenda, the caption was read because there needs to be a reading of the caption.

Council Member Goldberg read the caption of the ordinance aloud for all to hear as follows:


**Council Member Amon seconded** the motion.

Vote: **MOTION CARRIED** unanimously (summary: Yes = 7).

Yes: Council Member Amon, Council Member BearCat, Council Member Cunningham, Council Member Goldberg, Council Member Schue, Mayor Simpson, Vice Mayor Warner.

7. **AWARD BID AND AUTHORIZATION FOR THE PURCHASE OF A VACTOR TRUCK WITH A USDA GRANT.**

Mike Krebs with PACE Engineering explained that a letter from PACE for the USDA with some back-up documents, part of the Council packet, in general, says that with this project, the Wastewater Treatment Plant, there was approximately $183,000 of budget grant money that was not utilized on the project. Mr. Krebs noted that in one of their discussions with USDA, one of the items they had asked to utilize the funds on was the purchase of a newer Vactor truck. He explained that the one the Town has does not work;
he thinks it starts and drives around, but that is about it. He said they got approval from USDA to go out to request proposals, and we put a contract and some specs together working with Emmett, Jesse and Nicci; he said Cliff was helpful with that as well.

Mr. Krebs noted that in the process, we put it out to bid in early August and received five proposals from four different companies on trucks ranging from a cost of about $78,000 to about $186,000. He said the year of those trucks were from 2002 to 2011; they did an analysis on that with the staff, and it basically summarized all the different proposals. He noted they did an evaluation summary that PACE and staff filled out as they saw the proposals; they brought that all together and did an average on it.

Mr. Krebs said the selected truck, with the highest score, is from Haaker Equipment Company out of California with an office in Phoenix as well; pictures are in the Council packet. He said the age of the truck is 2009; it looks extremely clean with about 30,000 miles on it and about 3,600 hours on the truck. He provided more details on the vehicle and its component.

Mr. Krebs said we are recommending to purchase the truck from Haaker Equipment, which had the highest score, for $77,620.50 which includes taxes and freight to the jobsite. He explained that USDA needs the letter they put together and the meeting minutes showing the Council has approved this purchase contingent upon USDA's concurrence with the award. He said one of the items they included is the award document that says it is contingent upon concurrence with USDA, and the Town is ready to award it, we just need the USDA's approval of the evaluation and selection of the 2009 International Harvester Truck with, he believes, a 210 Vactor System on it.

There was a discussion of the mileage on the truck; axels on the Town's current vehicle and the one to be purchased and the weight capacity and horsepower of both.

Public Works Director Brinkerhoff clarified that the proposed truck will do everything we need it to do, and he named some of the uses.

It was explained the current truck will be auctioned off, and that the truck to be purchased has a one-year warranty on it with a $35,000 limit.

There was a discussion of possible reasons for the varying mileages on all the proposed vehicles.

There was a discussion of most of the tubing on the proposed truck being sufficient.

**Council Member Goldberg moved** to award bid and authorize the purchase of a Vactor Truck with USDA grant pending USDA concurrence of the award.

**Council Member BearCat seconded** the motion.

Vote: **MOTION CARRIED** unanimously (summary: Yes = 7).
Yes: Council Member Amon, Council Member BearCat, Council Member Cunningham, Council Member Goldberg, Council Member Schue, Mayor Simpson, Vice Mayor Warner.

8. ESTABLISH DATE, TIME AND LOCATION FOR WORK SESSION TO CONSIDER TWO ITEMS: Develop Community Outreach Funding Program Requirements and Timelines as well as a Procurement Process Update.

Council Member BearCat said we had a date, and we suddenly were told it was canceled without an explanation. She said that just two Members of the Council do not have the authority to cancel something the entire Council had agreed upon. She explained that if we are going to set a date, she expects it to be the date set and kept; a Council decision has to be brought back to the Council.

Town Attorney Goodwin said she thinks it is important; Council Member Bearcat is correct, if the Council established that date, it should have come back to Council, unless there was a really good reason, it should have come back to Council.

Town Manager Ferguson said he would concur in the sense that he thinks we do need to make sure we are in agreement on our procedure for doing so because things can happen. He said a lot of times it is very last minute, both in terms of creating meetings as well as eliminating one; it is very clear what our process is for establishing a special meeting, but it is not clear what needs to be done if something happens the last minute. He said he thinks that is a worthwhile discussion to resolve, but he thinks that tonight, if we could just go ahead and get these others scheduled, then we can address that issue and get it cleared up for future.

Council Member BearCat asked if that could be a future agenda item.

Town Manager Ferguson replied yes, we could do that.

The Council decided to hold a work session on Thursday, September 17, 2020 at 7:00 p.m. via Zoom to discuss Develop Community Outreach Funding Program Requirements and Timelines as well as a Procurement Process Update.

Council Member Schue later reported that he had lost Internet connection during this item and was unable to return to the rest of the meeting.

Council Member Amon recommended that on Thursday, September 17th at 7:00 p.m. by Zoom we consider a work session to Develop Community Outreach Funding Program Requirements and Timelines as well as the Procurement Process Update.

Vice Mayor Warner said second, I concur. The Mayor and several other Council Members audibly concurred.

Mayor Simson asked if concurrence is sufficient on this item.
Town Attorney Goodwin responded that she thinks they ought to make a motion to establish the date.

Mayor Simpson said we have a motion by Council Member Amon seconded by … (here the Council Member BearCat seconded the motion).

**Council Member BearCat said I will second it.**

Vote: **MOTION CARRIED** unanimously (summary: Yes = 6).

**Yes:** Council Member Amon, Council Member BearCat, Council Member Cunningham, Council Member Goldberg, Mayor Simpson, Vice Mayor Warner.

**Absent:** Council Member Schue

9. **ESTABLISH DATE, TIME AND LOCATION FOR WORK SESSION TO CONSIDER THREE ITEMS:** Restructure the Parks & Recreation Committee, Establish an Advisory Board Appointment Process and Consideration of Updates on the Magistrate Court Building.

Council Member BearCat said we had it scheduled for the 9th and to her knowledge, it was not unscheduled for the 9th; she asked if we are going to change that or go with the 9th.

Town Manager Ferguson said it was not posted.

There was a discussion of having this item’s work session on September 21, 2020 on Zoom at 7:00 p.m.

**Council Member Amon moved** that the workshop of September 21st at 7:00 p.m. by Zoom be set aside to Restructure the Parks & Recreation Committee, Establish an Advisory Board Appointment Process and Consideration of Updates on the Magistrate Court Building.

**Council Member Cunningham seconded** the motion.

Vote: **MOTION CARRIED** unanimously (summary: Yes = 6).

**Yes:** Council Member Amon, Council Member BearCat, Council Member Cunningham, Council Member Goldberg, Mayor Simpson, Vice Mayor Warner.

**Absent:** Council Member Schue

10. **CONSIDERATION OF HOLDING COUNCIL MEETINGS IN PERSON** – Discussion and possible direction to staff regarding holding future Council Meetings in person rather than via Zoom.

There was a discussion of the Sturgis event and 250,000 people purportedly having tested positive from this event, hybrid meeting options, having people sign waivers of responsibility when attending meetings and Town health insurance for Council Members who attend Council Meetings in person.
There was more discussion of hybrid meetings, part Zoom and part in-person and the logistical considerations.
Town Attorney Goodwin explained that all the Open Meeting Law requires for remote meetings is that the Council is able to be heard, and the Council can hear those who want to participate through the normal processes. She commented that organizing a procedure where a limited number of people are in-person for an item that they want to discuss in-person and then they leave is something we could make work.

Council Member Goldberg commented that if we are not going to do Council Meetings live, we are kind of contradicting ourselves when we have the P & Z meetings live at the Community Center. She said citizens have been asking her about why that is.

Council Member BearCat said she would like that answer, too.

Town Manager Ferguson replied that at this point in time, he thinks the staff has simply taken the direction of that board. He said that you, as the Council, can mandate that all meetings be held by Zoom until further notice; that is your prerogative.

There was a discussion of reviewing the issue of in-person meetings on a monthly basis.

There was a discussion of Planning and Zoning meetings having been held in-person because of the importance of those items to the citizens.

Town Manager Ferguson said the one issue we are going to have is that the Citizen Review Process will be a lot more difficult by Zoom; P & Z probably could accommodate with the citizens' participation.

Assistant Town Manager O'Neill said the Citizen Review is impossible to do by Zoom because it is for the citizens; Zoom just does not work for that. He said the P & Z Commissioners have made it clear to him that they cannot meet via Zoom; they are not able to do it.

Council Member Goldberg indicated that she thinks that we table this for one-month (and stay with Zoom).

Council Member Amon concurred.

Assistant Town Manager O'Neill read the Chat Comment from Dennis Vosper: "The Sturgis numbers are fake news," and Dan said: "A council person can participate by phone if they don't want to appear in person."

Council Member Goldberg asked the Town Manager to put the issue on the agenda for the first meeting in October.

Council Member Amon concurred.
COMMUNICATIONS:

11. Reports from the MAYOR on current events.

Mayor Simpson commented on some of the stresses caused by the pandemic, and he commented on mask usage.

12. Reports from the COUNCIL on current events.

Council Member Goldberg gave an update on the League of Cities General Meeting held last week via Zoom on the resolutions.

- Resolution to support legislation requiring cities and towns to accept the consular ID cards as a valid form of identification – she clarified that these cards cannot be used to get driver licenses or voter IDs – it passed 54%
- The legislation that authorizes an ordinance imposing a penalty, fine, forfeiture or other punishment to be posted on our website and published in a paper of local circulation instead of posting in three or more public places – it passed, but it really is up to the community – still posting in public places is totally acceptable
- Allowing governing bodies to use newspaper printed and published in their county for public notices – it passed 92%
- Establish a state affordable housing tax credit – it passed 93%
- The changes in the charter – the first change was for a term to change from two-year to one-year - failed by 73% - the second change in the charter was to appoint a standing charter committee to review proposed amendments to the charter - passed 98%

Council Member Goldberg announced that she will be at the Park, at 8:30 a.m., in the morning for 9-11; they have basically canceled the 9-11 Ceremony in the Celia’s Garden. She said they are doing everything on video, the Mayor will give his normal presentation on video, the PD and the FD will do it on video as well as the ringing of the bell. It was noted that Council Member Amon and Council Member Cunningham will be there, too – both at 8:00 a.m. Council Member BearCat said she would be there probably a little later.

Council Member Amon reminded everyone that Monday, October 5th is the Voter Registration deadline for our November Election. She said the Senior Center is holding a Voter Registration on September 18th.

Council Member BearCat noted that the BLM came out and cleaned up four dumped trailers on the ground. She spoke of directions concerning BLM land and State Trust land.

Council Member BearCat announced that on the 10th of October at 6:30 p.m. the Chamber will host a Meet the Candidates Night via Zoom.

Council Member BearCat announced this Thursday is for the ‘business owner parks round table reopening’ on the Chamber Facebook Page.
Council Member Cunningham announced that the Southern Baptist Church, on Sunday, had a beautiful ceremony for the first responders and put together backpacks for the Firemen and Police in this Town; she thanked the Church for doing that.

13. Reports from the **TOWN MANAGER** to the Council.

Town Manager Ferguson said, in regard to the Census, all we know is that they are still in the door-to-door process; as of last week, we are still a little bit low. He said that some Townspeople participated; we got out there on the radio, and we are giving help at the Library to finish filling out your Census.

14. **FUTURE AGENDA ITEMS** – Direction to staff regarding future agenda items.

Council Member BearCat would like to see on a future agenda a plan of opening, how we are going to open. She said people want direction on how we are going to open.

Mayor Simpson concurred.

Mayor Simpson adjourned the meeting at 8:24 p.m.

**ADJOURNMENT:** 8:24 p.m.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of September 8, 2020 of the Town Council of Quartzsite, Arizona.

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

DATED this 22nd day of September 2020.

______________________________
Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

______________________________
Norm Simpson, Mayor
19:05:23 From Cliff ONeill: All persons participating in the Council internet meeting are expected to observe Council rules as well as the rules of politeness and good conduct. Any person interfering with the meeting will have their participation ended by the meeting host.

19:16:28 From SLCP: Vosper. How’s your criminal case going?

19:17:23 From SLCP: Y'all didn't think I'd miss this did you?

19:19:36 From SLCP: Susan, what's the mailing address for the Notice of Claim?

19:23:34 From SLCP: Don't worry. Per your sage advice I "learned" how to draft one. Just followed the template of the others O


19:24:11 From SLCP: Not nice to taunt a peer.

19:25:04 From SLCP: Luckily others have my attention at this particular point in time.

19:26:10 From SLCP: This winter will be a blast in QZ. Lots to do.

19:30:09 From SLCP: Stop sneering.

19:34:08 From SLCP: It's past bedtime. So sorry governance is boring for you.

19:35:51 From SLCP: Someone's phone is audible over the feed. Just an FYI. Army sound discipline.

19:38:58 From SLCP: Whoever that is, turn off the audio on the other phone.

19:56:19 From Dennis Vosper: The Sturgis numbers are fake news

19:56:57 From Dennis Vosper: Which science?

19:57:09 From Dan: A council person can participate by phone if they don't want to appear in person

20:16:23 From Dan: what does the attorney think about referencing the percentage of gender relate to governing bodies
AGENDA ITEM:

LEDGER OF ACCOUNTS AND PAYROLL PAID – Consider for approval the following check series:

- Accounts Payable Operating Account – Check Series #47428-47461 totaling $97,864.29
- Payroll Check Series - #47417-47427 totaling $81,701.99
- GRAND TOTAL $178,566.28.

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.

IMPACT ON BUDGET:

Budgeted

RESPONSIBLE PERSON:

Jim Ferguson, Town Manager

ATTACHMENTS:

Accounts Payable Operating Account – Check Series #47428-47461 totaling $97,864.29

ACTION REQUESTED:

Motion to approve the Ledger of Accounts and Payroll paid: Check number series #47417-47461 for a GRAND TOTAL of $178,566.28.
Quartzsite Town Council Meeting of September 22, 2020

**Expenditure-Revenue Overview**

**Horizon Community Bank -**

**Check Series:**

<table>
<thead>
<tr>
<th>Accounts Payable</th>
<th>Payroll</th>
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<tr>
<td>47428-47461</td>
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<tr>
<td>47417-47427</td>
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**Balances on all cash accounts as of August 31, 2020**

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<tr>
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<td>USDA Wastewater Checking Account</td>
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<td>Police Forfeiture Checking Account</td>
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<td>3511 Police Impound Checking Account</td>
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<td>Debt Reserve Account</td>
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**Current Accounts Payable and Payroll Amounts**

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<tr>
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<td>Payroll Total Dollar Amount</td>
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**YTD Revenue Totals**

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<thead>
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<th>Description</th>
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**YTD Total Sewer and Water Revenue**

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<td>YTD Total Sewer Cap Revenue as of August 31, 2020</td>
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<td>YTD Total Sewer Sales Revenue as of August 31, 2020</td>
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Prepared By: K.Tunnell S.Barnes 6.25.20
### Check Register - Consent Agenda

**Check Issue Dates:** 8/29/2020 - 9/11/2020  
**Sep 10, 2020 12:09PM**

#### Report Criteria:
- **Report type:** GL detail
- **Check Number:** 47428-47461

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<th>Description</th>
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<th>Bank Number</th>
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M = Manual Check, V = Void Check
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<th>Invoice GL Account</th>
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<th>Payee</th>
<th>Amount</th>
<th>Description</th>
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VI = Manual Check, V = Void Check
# Check Register - Consent Agenda

**Check Issue Dates:** 8/29/2020 - 9/11/2020

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<th>Check Issue Date</th>
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**Report Criteria:**
- **Report type:** GL detail
- **Check Check Number:** 47428-47461

*VI = Manual Check, V = Void Check*
V = Manual Check, V = Void Check
REGULAR COUNCIL MEETING
Tuesday, September 22, 2020

Agenda Item: COUNCIL DECISION ON MODIFIED HOURS FOR SUMMER AND WINTER – Discussion and direction to staff concerning possible extension of four ten-hour days at Town Hall.

Summary: The four-day week work schedule, which has been in place through the summer, is set to return to a five-day work week on October 1, 2020.

Does the Council want to extend the four-day schedule?

Responsible Person: Jim Ferguson, Town Manager

Attachments: None.

Action Requested: Direct Town Manager to either extend four-day week or return to five days on October 1, 2020.
Regulation Council Meeting
Tuesday, September 22, 2020

Agenda Item: 2020 Title VI Non-Discrimination Implementation Plan – Review and possible action to repeal Resolution No. 18-13, adopt Resolution No. 20-09, Title VI Non-Discrimination Implementation Plan for the Camel Express Transit Services. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and services receiving federal financial assistance. This plan identifies the individuals who are covered by these protections, the entities that must follow this law and how Title VI is implemented.

Summary: The Federal Transit Administration (FTA) Office of Civil Rights is requiring all 5311 grant recipient agencies to update their Title VI plans to include the latest steps being taken to demonstrate compliance with the Civil Rights Act. The Public Participation Plan and Limited English Proficiency outreach is based on changing population, proper handling of complaints and racial composition of membership of non-elected bodies such as the Transit Advisory Committee. This plan consists of Americans with Disabilities Act Plan, our Public Participation Plan and our Limited English Proficiency Plan. The purpose of Title VI is to prohibit discrimination on the basis of race, color, or national origin in programs and activities receiving federal funding. The intent is to ensure that all people have equal access to transit services regardless of race, color or national origin.

- ADOT does require all sub-recipients to submit the following as part of the Title VI Plan
- Title VI Notice to the Public, Complaint Procedure, and Complaint Form
- Limited English Proficiency Plan and Public Participation Plan
- ADA lawsuits and federal complaint investigations
- Information regarding the location of fixed route facilities
- Table depicting racial composition of membership of non-elected bodies
- After the Town Council adopts the Town of Quartzsite 2020 Title VI Plan, the required document will be available on the buses and the entire plan will be available on the Town’s website.
The Transit Manager has been designated as the Title VI Coordinator. In that capacity, she is responsible for implementing all aspects of the Title VI Program. Implementation of the Title VI Program is accorded the same priority as compliance with all other legal obligations incurred by ADOT in its financial assistance agreements with the U.S. Department of Transportation.

**Responsible Person:** Janet Collier, Transit Manager

**Attachments:**
- Resolution Number 20-09
- Resolution Number 18-13

**Action Requested:** Motion to approve the updated Title VI Non-Discrimination Implementation Plan, repeal Resolution Number 18-13 and adopt its revision Resolution Number 20-09.
Title VI Plan

Title VI of the Civil Rights Act of 1964 is the federal law that protects individuals from discrimination based on race, color and national origin in programs that are federally funded. Arizona Department of Transportation’s policy is that discrimination will not occur in connection with any of its programs.

ADOT’s efforts to prevent discrimination include the additional sections of this plan.

- Posting the Non-Discrimination notice to the public English and Spanish which is posted on the website, in the foyer and on the vehicles.
- The Public Participation Plan: How and what methods we use to market and reach the public such as radio, newspaper, flyers.
- The Limited English Proficiency Plan: How we assist the public to access our services if English is not their first language. In the office we have access to a professional translator at a cost of $40.00 per hour, we also have a staff member who can translate for us, we have I speak cards to identify their language and provide a time frame to locate a translator for that particular language. In the field drivers have the translator application on the Transit Drivers cell phones where you speak into the phone and it provides the information requested in Spanish or English, which based on percent of population is the only other language we are required to have information available in print, we also have transit information available in both English and Spanish on the busses and in the office.

These are the components that make up the Title VI plan that is updated every 2 years. The plan is currently being reviewed by ADOT.
RESOLUTION NO. 20-09

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF QUARTZSITE REPEALING RESOLUTION NO. 18-13, THE TOWN OF QUARTZSITE CAMEL EXPRESS TRANSIT SERVICES TITLE VI NON-DISCRIMINATION IMPLEMENTATION PLAN, AND HEREBY ADOPTING THE 2020 TITLE VI NON-DISCRIMINATION IMPLEMENTATION PLAN FOR QUARTZSITE CAMEL EXPRESS TRANSIT SERVICES.

WHEREAS, the Town of Quartzsite is a recipient of Federal Transit Administration (FTA) revenues through the State of Arizona and is required to meet federal regulatory requirements for the Title VI, established by 49 C.F.R. part 21.7; and

WHEREAS, the FTA and the Arizona Department of Transportation (ADOT) requested that the Town of Quartzsite provide a Title VI Non-Discrimination Plan for the Quartzsite Transit Services, Camel Express, Fixed Route and Deviated-Flex Route Transit Service Standards and Limited English Proficiency Plan that ensures that no person or group of persons on the basis of race, color, or national origin is subjected to discrimination in the level and quality of transportation services and benefits and that steps are taken to ensure that persons with limited English proficiency are provided these rights; a statement of how often public meetings are held, and how often surveys were being distributed; a listing of when the public meetings were held in the past; sample documents translated into Spanish; and the date the Town Council approved the Title VI Plan; and

WHEREAS, The Town developed an updated Title VI Non-Discrimination Plan for the Quartzsite Transit Services based on best practices that meet FTA guidelines.

NOW, THEREFORE, BE IT RESOLVED THAT the Common Council of the Town of Quartzsite hereby adopts the Title VI Non-Discrimination Plan for the Quartzsite Transit Services conditional upon ADOT approval.

BE IT FURTHER RESOLVED that the Transit Coordinator or designee shall be able to file a Title VI Complaint Procedures, Public Participation Plan, Fixed Route Transit Service Standards and Limited English Proficiency Plan to ADOT.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Quartzsite, Arizona this 22nd day of September 2020.

ATTEST:

Tina Abriani, Town Clerk

APPROVED AS TO FORM:

Susan D. Goodwin, Town Attorney

Norm Simpson, Mayor
RESOLUTION NO. 18-13

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF QUARTZSITE REPEALING RESOLUTION NO. 16-02, THE REVISED TOWN OF QUARTZSITE TRANSIT SERVICES TITLE VI IMPLEMENTATION PLAN, AND HEREBY ADOPTING THE TITLE VI NON-DISCRIMINATION PLAN FOR THE QUARTZSITE TRANSIT SERVICES.

WHEREAS, the Town of Quartzsite is a recipient of Federal Transit Administration (FTA) revenues through the State of Arizona and is required to meet federal regulatory requirements for the Title VI, established by 49 C.F.R. part 21.7; and

WHEREAS, the FTA and the Arizona Department of Transportation (ADOT) requested that the Town of Quartzsite provide a Title VI Non-Discrimination Plan for the Quartzsite Transit Services, Camel Express, Fixed Route and Deviated-Flex Route Transit Service Standards and Limited English Proficiency Plan that ensures that no person or group of persons on the basis of race, color, or national origin is subjected to discrimination in the level and quality of transportation services and benefits and that steps are taken to ensure that persons with limited English proficiency are provided these rights; a statement of how often public meetings are held, and how often surveys were being distributed; a listing of when the public meetings were held in the past; sample documents translated into Spanish; and the date the Town Council approved the Title VI Plan; and

WHEREAS, The Town developed an updated Title VI Non-Discrimination Plan for the Quartzsite Transit Services based on best practices that meet FTA guidelines.

NOW, THEREFORE, BE IT RESOLVED THAT the Common Council of the Town of Quartzsite hereby adopts the Title VI Non-Discrimination Plan for the Quartzsite Transit Services conditional upon ADOT approval.

BE IT FURTHER RESOLVED that the Transit Coordinator or designee shall be able to file and Title VI Complaint Procedures, Public Participation Plan, Fixed Route Transit Service Standards and Limited English Proficiency Plan to ADOT.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Quartzsite, Arizona this 24th day of July 2018.

ATTEST:

Norm Simpson, Mayor
Tina Abriani, Town Clerk

APPROVED AS TO FORM:

Susan D. Goodwin, Town Attorney
Agenda Item: Enter into a Memorandum of Understanding with the United States Marshals Service for Quartzsite Police to provide a part-time (as needed) Officer to be a member of Violent Offender Task Force.

Summary: The primary mission of the Task Force is to investigate and arrest, as part of joint law enforcement operations, persons who have active state and federal warrants for their arrest. The intent of the joint effort is to apprehend local, state and federal fugitives, thereby improving public safety and reducing violent crime. Quartzsite Police will provide a part-time (as needed) Agent to participate in local investigations.

Budgeted? N/A

Impact on Budget: Overtime, equipment and training provided by United States Marshal Service.

Responsible Person: William Ponce, Chief of Police

Attachments: Memorandum of Understanding

Action Requested: Motion to approve to accept the Memorandum of Understanding with the United States Marshals Service, Violent Offender Task Force and authorize Chief Ponce to sign all related documents.
PARTIES AND AUTHORITY:
This Memorandum of Understanding (MOU) is entered into by the

and the United States Marshals Service (USMS) pursuant to 28 U.S.C. § 566(e)(1)(B). As set forth in the Presidential Threat Protection Act of 2000 and directed by the Attorney General, the USMS has been granted authority to direct and coordinate permanent USMS Violent Offender Task Forces consisting of Federal, state, and local law enforcement authorities for the purpose of locating and apprehending fugitives. The authority of the USMS to investigate fugitive matters as directed by the Attorney General is set forth in 28 USC § 566. The Director's authority to direct and supervise all activities of the USMS is set forth in 28 USC § 561(g) and 28 CFR 0.111. The authority of United States Marshals and Deputy U.S. Marshals, "in executing the laws of the United States within a State . . . [to] exercise the same powers which a sheriff of the State may exercise in executing the laws thereof" is set forth in 28 USC § 564. Additional authority is derived from 18 USC § 3053 and Office of Investigative Agency Policies Resolutions 2 & 15. (See also) "Memorandum for Howard M. Shapiro, General Counsel, Federal Bureau of Investigation" concerning the "Authority to Pursue Non-Federal Fugitives", issued by the U.S. Department of Justice, Office of Legal Counsel, dated February 21, 1995. (See also) Memorandum concerning the Authority to Pursue Non-Federal Fugitives, issued by the USMS Office of General Counsel, dated May, 1, 1995. (See also) 42 U.S.C. § 16941(a)(the Attorney General shall use the resources of federal law enforcement, including the United States Marshals Service, to assist jurisdictions in locating and apprehending sex offenders who violate sex offender registration requirements).

MISSION:
The primary mission of the task force is to investigate and arrest, as part of joint law enforcement operations, persons who have active state and federal warrants for their arrest. The intent of the joint effort is to investigate and apprehend local, state and federal fugitives, thereby improving public safety and reducing violent crime.

Each participating agency agrees to refer cases for investigation by the VOTF (Violent Offender Task Force). Cases will be adopted by the VOTF at the discretion of the District Chief Deputy. Targeted crimes will primarily include violent crimes against persons, weapons offenses, felony drug offenses, failure to register as a sex offender, and crimes committed by subjects who have a criminal history involving violent crimes, felony drug offenses, and/or weapons offenses. Upon receipt of a written request, the VOTF may also assist non-participating law enforcement agencies in investigating, locating and arresting their fugitives. Task force personnel will be assigned federal, state, and local fugitive cases for investigation. Investigative teams will consist of personnel from different agencies whenever possible. Participating agencies retain responsibility for the cases they refer to the VOTF.

Federal fugitive cases referred to the task force for investigation by any participating agency will be entered into the National Crime Information Center (NCIC) by the USMS or originating agency, as appropriate. State or local fugitive cases will be entered into NCIC (and other applicable state or local lookout systems) as appropriate by the concerned state or local agency.

United States Marshals Service
Violent Offender Task Force – Memorandum of Understanding

Page 1 of 4

TF MOU Rev. 08/11
SUPERVISION:
The VOTF will consist of law enforcement and administrative personnel from federal, state, and local law enforcement agencies. Agency personnel must be approved by the District Chief Deputy prior to assignment to the VOTF. Agency personnel may be removed at any time at the discretion of the District Chief Deputy.

Direction and coordination of the VOTF shall be the responsibility of the USMS District Chief Deputy. Administrative matters which are internal to the participating agencies remain the responsibility of the respective agencies. Furthermore, each agency retains responsibility for the conduct of its personnel.

A Task Force Advisory Committee, consisting of representatives of participating agencies and USMS district personnel, may be established at the discretion of the District Chief Deputy and will meet and confer as necessary to review and address issues concerning operational matters within the VOTF.

PERSONNEL:
In accordance with Homeland Security Presidential Directive 12, personnel assigned to the task force are required to undergo background investigations in order to be provided unescorted access to USMS offices, records, and computer systems. The USMS shall bear the costs associated with those investigations. Non-USMS law enforcement officers assigned to the task force will be deputized as Special Deputy U.S. Marshals.

Task force personnel may be required to travel outside of the jurisdiction to which they are normally assigned in furtherance of task force operations. State or local task force officers traveling on official business at the direction of the USMS shall be reimbursed directly by the USMS for their travel expenses in accordance with applicable federal laws, rules, and regulations.

REIMBURSEMENT:
If the Marshals Service receives Asset Forfeiture funding for either 1) overtime incurred by state and local investigators who provide full time support to USMS VOTF joint law enforcement task forces; or 2) travel, training, purchase or lease of police vehicles, fuel, supplies or equipment for state and local investigators in direct support of state and local investigators, the USMS shall, pending availability of funds, reimburse your organization for expenses incurred, depending on which category of funding is provided.

Reimbursement of overtime work shall be consistent with the Fair Labor Standards Act. Annual overtime for each state or local law enforcement officer is capped at the equivalent of 25% of a GS-1811-12, Step 1, of the general pay scale for the RUS. Reimbursement for all types of qualified expenses shall be contingent upon availability of funds and the submission of a proper request for reimbursement which shall be submitted quarterly on a fiscal year basis, and which provides the names of the investigators who incurred overtime for the VOTF during the quarter; the number of overtime hours incurred, the hourly regular and overtime rates in effect for each investigator, and the total quarterly cost.
The request for reimbursement must be submitted to the District Chief Deputy, who will review the request for reimbursement, stamp and sign indicating that services were received and that the request for reimbursement is approved for payment. Supporting documentation must accompany requests for reimbursement for equipment, supplies, training, fuel, and vehicle leases.

VEHICLES AND EQUIPMENT:
Notwithstanding the above, pending the availability of asset forfeiture funding and approval by the USMS in advance of any purchase, the USMS may reimburse the undersigned state or local agency for vehicles and equipment purchased in support of full time state and local investigators assigned to the VOTF involved in joint law enforcement operations. Such vehicle and equipment purchases are to be contracted for and titled in the name of the state or local law enforcement agency and must comply with requirements prescribed by the USMS pursuant to this MOU and applicable policies of the United States Department of Justice. Vehicles and equipment purchased by state and local law enforcement agencies with asset forfeiture monies provided by the USMS must remain available for exclusive use of the task force officers assigned to the VOTF by the undersigned participant agency for the duration of the task force. Upon termination of the agreement, usage and disposition of such vehicles are at the discretion of the undersigned state or local law enforcement agency.

Pending the availability of funds and equipment, the USMS will issue USMS radios, telephones, and other communication devices to each task force officer to be used for official VOTF business. All equipment used by or assigned to task force officers by the USMS or an agency will remain the property of the agency issuing the equipment and will be returned to that agency upon termination of the task force, or upon agency request.

RECORDS AND REPORTS:
Original reports of investigation, evidence, and other investigative materials generated, seized, or collected by the VOTF shall be retained by the agency in the VOTF responsible for the case. However, evidence may be turned over to other law enforcement agencies as appropriate. Copies of investigative reports and other materials may be provided to other agencies in accordance with applicable laws, rules, and regulations. Task force statistics will be maintained in the USMS Justice Detainee Information System (JDIS) - Warrant Information Network (WIN). Statistics will be made available to any participating agency upon request.

INFORMANTS:
Pending the availability of funds, the USMS may provide funding for the payment of informants. However, all payments of informants utilizing USMS funding shall comply with USMS policy.

USE OF FORCE:
All members of the VOTF shall comply with their agencies’ guidelines concerning the use of firearms, deadly force, and less-lethal devices. Copies of all applicable firearms, deadly force, and less-lethal policies shall be provided to the District Chief Deputy and each concerned task force officer. In the event of a shooting involving task force personnel, the incident will be investigated by the appropriate agency(s).
NEWS MEDIA
Media inquiries will be referred to the District Chief Deputy. A press release may be issued and press conference held, upon agreement and through coordination with participant agencies’ representatives. All press releases will exclusively make reference to the task force.

RELEASE OF LIABILITY:
Each agency shall be responsible for the acts or omissions of its employees. Participating agencies or their employees shall not be considered as the agents of any other participating agency. Nothing herein waives or limits sovereign immunity under federal or state statutory or constitutional law.

EFFECTIVE DATE AND TERMINATION:
This MOU is in effect once signed by a law enforcement participant agency. Participating agencies may withdraw their participation after providing 30 days advanced written notice to the District Chief Deputy U.S. Marshal.

District: ____________________________

United States Marshal:

Print Name __________________________ Signature __________________________ Date __________

Participant Agency:

Name: ______________________________

Location (City & State): ______________________________

Phone: __________________________

Participant Agency Representative:

Print Name & Title __________________________ Signature __________________________ Date __________

Assistant Director, Investigative Operations Division:

Derrick Driscoll

Print Name __________________________ Signature __________________________ Date __________
REGULAR COUNCIL MEETING
Tuesday, September 22, 2020


Summary: The Spillman records management system is currently utilized by the La Paz County Sheriffs Office. This system will allow Officers the ability to view up to date dispatching information from their mobile terminal. The records management system will allow Officers to complete booking reports and minimize downtime during the booking process. This records management system will replace the current Eforce system used by the Police Department.

Budgeted? yes

Impact on Budget: Budgeted item $32,767.43 from 2020/2021

Responsible Person: William Ponce, Chief of Police

Attachments: Quote and purchase addendum from Motorola Solutions.

Action Requested: Motion to approve the purchase of Spillman Records Management System through Motorola Solutions in the amount of $65,534.86 to be paid over the next two budget cycles in the amount of $32,767.43.
September 17, 2020

Re: Spillman Records Management System as provided by Motorola Solutions – Police Department Purchase Request to appear as and Agenda Item on the Town Council Regular Meeting Agenda for Tuesday, September 22, 2020

In accordance with Article 3-4, Section 3-4-2 (3) concerning Sole Source Providers, I have concluded that this provider is the only one that provides total compatibility with the La Paz County dispatch. Were this a stand-alone system, there would be competitors. However, the County went through the bidding process to acquire the system to which we are interfacing. Thus, the system is determined to be sole source.

Jim Ferguson
Town Manager
Town of Quartzsite, AZ
Ref: Motorola Solutions/Spillman Records Management System (RMS)  
Date: September 17, 2020

The Quartzsite Police Department does not operate a 24 hour dispatch center or jail. QPD Officers are dispatched by the La Paz County Sheriff's Office dispatch center. The computer aided dispatch (CAD) system that the County operates is the Motorola Solutions/Spillman CAD and RMS. This is the only system that will allow QPD Officers to be able to view dispatched calls for service, notes, times and interact with La Paz Central Dispatch. This system will allow for County Dispatch to send Officers real time information, ACJIS information regarding license inquiries and wanted person files.

The La Paz County Jail uses the Motorola Solutions/Spillman RMS for inmate bookings. Currently when QPD makes a physical arrest and transports to the La Paz County Jail the officer must use a desktop terminal to log in and complete the arrest booking. The county has 1 terminal set up for outside agencies, so if Parker Police or CRIT Police is using the terminal the Officer must wait to complete the booking. By utilizing Motorola Solutions/Spillman, QPD would be able to complete the bookings in their vehicle with minimum delay and return in service to the Town of Quartzsite.

If QPD were to purchase this separately from Motorola Solutions the price would be in the $150,000 range. This is a unique opportunity to be a shared agency since La Paz County is already utilizing the Spillman CAD and RMS systems.

David Gray
Lieutenant, Quartzsite Police Department

“Our Community….Our Commitment”
Quote and Purchase Addendum

Quoted Date: April 21, 2020
Quote Expiration: October 31, 2020
Quote Number: 200421
Prepared By: Tally Gochis

Services Included

• First-year Maintenance – For the specific module(s) listed in this document, all upgrades and live phone support services are included for the entire first year.
• Project Management and Installation – Motorola Solutions will assign a Flex Project Manager as the agency’s single point of contact. This individual will coordinate Motorola’s expert installation and training staff as needed to ensure a smooth upgrade transition.

Included in Quote

Arizona IBR
Arizona StateLink
Driver License Scanning
Evidence Management
Hub
Imaging
InSight
Law Records
Mobile AVL and Mapping
Mobile Arrest Form
Mobile Field Report with Field Interview
Mobile Records
Mobile State & National Queries
Mobile Voiceless CAD
Personnel Management
Spillman Touch
TraCS Accidents Interface
TraCS Citations Interface
Traffic Information

* Setup and training will be done by La Paz County Sheriff’s Office

Package Quote

$65,534.86
Sales Tax Included
Payment Terms

*Payment to be split over two fiscal years

- 2020-2021
- 2021-2022

Future Maintenance

- Future maintenance is estimated for your planning purposes and is not included in this purchase.
- 2nd-year maintenance will begin 12 months from production implementation.

2nd-year Maintenance Total: $5,717.31

The Customer's signature below constitutes its agreement to purchase the licenses, products and/or services according to the terms quoted by Motorola Solutions within this document. This document shall serve as an addendum to the Purchase Agreement previously entered into between the Customer and Spillman Technologies. The terms and conditions of the Purchase Agreement, as well as the related License Agreement and Support Agreement, shall apply to the items quoted herein.

Quartzsite Police Department
Customer Name

Authorized Signature

Date
Print Name and Title
TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING
Tuesday, September 15, 2020

Agenda Item: Authorization to execute Change Order #2 with Design Space Modular Buildings to increase the contract amount of $128,072 by $4,095.00 for a new contract total of $132,167.00 for CDBG Contract #112-20.

Summary: Design Space Modular has delivered and set the 30’ x 60’ modular building to the east of the Community Center. The building is set into the ground to make it more easily accessible.

Change Order Item:
1. We need to install treated lumber framing and plywood as skirting around the building in order to backfill and prepare for a perimeter concrete sidewalk. The builder can provide the materials and labor for this service at a cost of $4,095.

Budgeted
Total CDBG grant amount is $219,239.00 broken down into:
- Administration $33,750
- Project Building $185,489

Impact on Budget: The Town has expended $22,500 in Administration costs leaving a balance of $11,250 available to the project. The Design Space Modular contract would deduct $132,167 from the project building balance leaving $53,322 available to the project. Town personnel and equipment are making the water and sewer connections. We will need to hire an electrician to make the electrical connections. The flooring will be installed when the HVAC units are activated. There are enough project funds remaining to hire a contractor to pour concrete sidewalks around the building and install a metal shade structure over the front door. Landscaping the area between the buildings is also possible.

Responsible Person: Cliff O’Neill

Attachments: Change Order #2

Action Requested: Motion to execute Change Order #2 with Design Space Modular Buildings to increase the contract amount of $128,072 by $4,095 for a new contract total of $132,167.00.
PROPOSED CHANGE ORDER

To:    Cliff O'Neill
From:  Brian Nowell
Date:  September 14, 2020
Job #:  30x60 Modular Quartzsite Annex

CHANGE ORDER #:  3    PROJECT REF / AGREEMENT #: Project No. 112-20

This serves as authorization for the following work to be performed by Design Space Modular Buildings. The description of the work to be completed is as follows:

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Time Impact (Days)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Deduct Above Grade Vinyl Skirting</td>
<td>0</td>
<td>-2,585.00</td>
</tr>
<tr>
<td>2 Add Below Grade Skirting Package - 180 LF Pressure Treated Plywood with Framing &amp; (2) Vent Well's for ventilation and future access</td>
<td>7</td>
<td>6,680.00</td>
</tr>
</tbody>
</table>

Total For Change Order 4,095.00

Amounts stated above exclude applicable taxes and use fees.

It is agreed that ____________ (Customer) will pay Design Space Modular Buildings at the time of completion of the work for the above-mentioned services. Please acknowledge this work authorization, and e-mail back to the attention of Brian Nowell at briann@designspacemod.com

Thank You.

Acceptance ___________________________ Date __________

Customer PO # _________________________ (If Applicable)

DSMB Change Order Policy: A change order, or new contract, must be signed for all work that is beyond our originally agreed to scope of work. This applies to all work that the customer should be responsible for paying. This C/O should be done prior to doing the work being ordered. If business sense dictates that it is absolutely necessary to proceed immediately with the work before getting a signed C/O, and the value is less than $500, then a C/O should be generated and signed as soon as practically possible after approving the work to proceed.
Agenda Item: DEVELOPMENT OF GUIDELINES FOR LARGER EVENTS – Discussion and possible action on developing guidelines for larger events per the Governor’s Executive Orders.

Summary: The Governor’s Executive Order 2020-43 allows towns to establish criteria for protection of the public attending organized public events with over 50 attendees.

Responsible Person: Jim Ferguson, Town Manager

Attachments: Governor’s Executive Order 2020-43

Action Requested: Direction to staff as to what factors should be considered in developing guidelines for organized public events with over 50 attendees.
WHEREAS, on March 11, 2020, pursuant to A.R.S. §§ 26-303 and 36-787, I, as Governor of the State of Arizona, issued a declaration of a Public Health State of Emergency due to the necessity to prepare for, prevent, respond to, and mitigate the spread of COVID-19; and

WHEREAS, on March 30, 2020, the Director of the Arizona Department of Health Services (ADHS), based on an epidemiological assessment of Arizona specific data and in alignment with the Centers for Disease Control and Prevention (CDC) guidance, recommended the State implement enhanced mitigation strategies which are continuing; and

WHEREAS, on May 12, 2020, Executive Order 2020-36, Stay Healthy, Return Smarter, Return Stronger, was issued outlining requirements for businesses to assist in mitigating the spread of COVID-19 as they reopened and mandated that businesses adopt policies consistent with guidance from the CDC and the ADHS; and

WHEREAS, as of June 28, 2020, there have been 73,908 diagnosed cases of COVID-19 in Arizona including 1,588 deaths, and the State is seeing an increase in the number of cases and hospitalizations; and

WHEREAS, the increased case numbers and hospitalizations also necessitate the need for an increased focus on precautionary measures by both businesses and individuals; and

WHEREAS, data has shown that community spread continues to grow at an exponential pace and is greatest among the demographic of 20-44 year olds; and

WHEREAS, there has not been sufficient time for mask mandates and limiting groups to have a demonstrable effect on containing the spread and additional measures need to be taken to ensure quicker containment; and

WHEREAS, it is necessary to impose additional measures to protect public health and safety and mitigate the strain on our health care providers by slowing the spread of COVID-19; and

WHEREAS, in taking such critical measures to protect public health there will be direct economic consequences for businesses across the State of Arizona that provide employment for many Arizonans, including bars and restaurants; and

WHEREAS, A.R.S. § 4-203, allows “[a] spirituous liquor license...[to] be issued only after satisfactory showing of the capability, qualifications and reliability of the applicant and, with the exception of
wholesaler, producer, government or club licenses, that the public convenience requires and that the best interest of the community will be substantially served by the issuance."; and

WHEREAS, due to community spread of COVID-19, the state will not be substantially served by the issuance of certain liquor licenses; and

WHEREAS, Arizona is committed to containing the spread of COVID-19.

NOW, THEREFORE, I, Douglas A. Ducey, Governor of the State of Arizona, by virtue of the authority vested in me by the Constitution and laws of this state including A.R.S. §§ 26-303 and 36-787, hereby order as follows:

1. Effective June 29, 2020, organized public events of more than 50 people are prohibited unless the city, town or county in unincorporated areas has approved the event, and only if adequate safety precautions are implemented, including physical distancing measures. A city, town or county in unincorporated areas may deny a request for an organized event due to public health concerns related to COVID-19. Any approval may be subject to certain conditions or restrictions not inconsistent with this or any other executive order. Nothing in this order shall inhibit a person from engaging in constitutionally protected activities such as speech and religion, and any legal or court process provided that such is conducted in a manner that provides appropriate physical distancing to the extent feasible.


3. Notwithstanding any other law or executive order, effective at 8:00 pm on Monday, June 29, 2020, the following establishments shall pause operations until at least July 27, 2020, unless extended:
   a. Bars, meaning an entity who holds a series 6 or 7 liquor license from the Department of Liquor Licenses and Control and whose primary business is the sale or dispensing of alcoholic beverages. These entities may continue serving the public through pick up, delivery, and drive-thru operations as provided for series 12 liquor licenses in Executive Order 2020-09, Limiting The Operations Of Certain Businesses To Slow The Spread Of COVID-19.
   b. Indoor gyms and fitness clubs or centers.
   c. Indoor movie theaters.
   d. Water parks and tubing operators.

4. Pools may continue to operate as follows:
   a. Pools operated as part of a public accommodation, such as those at hotels but not those at multi-housing complexes, shall prohibit groups larger than 10 from congregating together in or near the pool.
   b. Privately owned pools located in public areas such as those at multi-housing complexes or other privately owned facilities may continue to be open provided that signage is included at all entrances to the pool reminding people to maintain physical distance and that groups larger than 10 should not congregate.
5. To receive authorization to reopen, entities shall complete and submit a form as prescribed by the Arizona Department of Health Services that attests the entity is in compliance with guidance issued by ADHS related to COVID-19 business operations. The form shall also be posted in an easily visible public place on the entity's premises. ADHS shall provide information to the public on those entities that have submitted such attestations on its website.

6. A local governmental jurisdiction shall have the authority to take immediate action against an entity that operates without submitting the prescribed attestation to the Arizona Department of Health Services.

7. Notwithstanding any other law or executive order, this executive order allows law enforcement and any regulatory agency, pursuant to their regulatory authority, to take immediate enforcement action against any business that fails to follow this Executive Order or any guidance issued by the Arizona Department of Health Services relating to COVID-19 for the protection of the public health, safety and welfare up to and including summary suspension for any license that the business holds.

8. If any provision of this Executive Order or its application to any person or circumstance is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision or application of this Executive Order, which can be given effect without the invalid provision or application. To achieve this purpose, the provisions of this Executive Order are declared to be severable.

9. This order shall remain in place until further notice, and shall be reconsidered for repeal or revision every two weeks after July 27, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona.

[Signature]

GOVERNOR

DONE at the Capitol in Phoenix on this twenty-ninth day of June in the year Two Thousand and Twenty and of the Independence of the United States of America the Two Hundred and Forty-Fourth.

ATTEST:

[Signature]

Secretary of State