

CITY OF WILLCOX
MAYOR AND CITY COUNCIL SPECIAL MEETING AGENDA
Note Date: Tuesday, January 3, 2012
7:00 p.m.
City Council Chambers
300 W. Rex Allen Drive
Willcox, AZ 85643

(Mayor or Designee will read only **BOLD** print of each agenda item,
except for Public Hearings, Petitions and Communications.)

Resolution No. 2012-01
Ordinance NS311

NOTICE TO PARENTS: Valley Telecom Group records all Willcox City Council meetings. These recordings may be played and replayed on Valley Telecom Cable Channel 1. If you permit your child to participate in the Council Meeting, a recording will be made of your child's participation. If your child is seated in the audience, he or she may be recorded. If you desire, you may request that your child be seated in a designated area to avoid recording. To do so, please submit your request to the City Clerk prior to the meeting. **(A.R.S. §1-602.A)**

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. CALL TO THE PUBLIC

Mayor and Council consider comments or complaints from the public. Those wishing to address the Council are required to register by completing an individual speaker's form and filing it with the Clerk before the meeting. The speaker must be recognized by the Mayor before speaking. Time permitting each presentation will be given approximately three (3) minutes. It is probable that each organization will be limited to one speaker. Action taken as a result of public comment will be limited to directing staff to study or reschedule the matter for further consideration at a later date.

5. DECLARATION ON CONFLICT OF INTEREST

Council members and staff have a right to declare a conflict of interest. The declaration of a conflict of interest must be made prior to discussion of any agenda item in which Council members or staff member determine they have a conflict of interest.

6. ADOPTION OF THE AGENDA

The Council will at this time either adopt the agenda as presented or may remove or table any of the listed agenda items. Tabled items, unless otherwise directed, will appear on the next regular agenda. Council may not add any items to the agenda at this time. Should staff have any recommendations concerning the exclusion or tabling of agenda items they will voice these recommendations at this time.

7. CONSENT AGENDA

Items that are considered to be routine by the City Council will be enacted by one motion **without** discussion. The consent agenda is a timesaving device and Council members have received documentation on these items for their review prior to the open meeting. Any Councilmember may remove any item from the consent agenda for discussion and a separate vote as deemed necessary. The public may view the documentation relating to the consent agenda 24 hours prior to the meeting at the City Clerk's Office, 101 S. Railroad Avenue, Suite B, Willcox, AZ from 8:30 a.m. to 4:30 p.m. or at the Elsie S. Hogan Library, 100 N. Curtis Avenue during normal working hours Monday-Saturday.

7A. THE SPECIAL MEETING MINUTES OF SEPTEMBER 12, 2011 AND THE REGULAR MEETING MINUTES OF DECEMBER 5, 19, 2011 AND THE WORK SESSION MEETING MINUTES OF DECEMBER 19, 2011 **Tab 1**

8. PUBLIC HEARINGS, PETITIONS AND COMMUNICATIONS **Tab 2**

Public Hearings: The Mayor and City Council will hold a public hearing to gather citizen input on the use of CDBG funds. The public hearings will be held on Tuesday, January 3, 2012 at 7:00 p.m. in the City Council Chambers, 300 W.

Rex Allen Drive, Willcox, AZ. For those persons unable to attend written comments will be accepted in the Office of the City Clerk, 101 S. Railroad Avenue, Suite B, Willcox, AZ 85643, until 4:00 p.m. the day of the public hearings.

COMMUNICATIONS: There are three (3) candidates running for the March 13, 2012 Primary Election. They are: Earl B. Goolsby, Elwood "Woody" Johnson and William "Bill" Nigh. Write-in Nomination papers are due by February 2, 2012 (Signed petitions are not needed and name will not appear on the ballot. For more information contact the City Clerk, Cristina G. Whelan, CMC, Wednesday through Friday.

9. DISCUSSION/DECISION REGARDING RESOLUTION NO. 2012-01 APPROVING ATTACHMENT 2 TO CITY OF WILLCOX JOB DESCRIPTION FOR THE CITY CLERK AND AUTHORIZING THE MAYOR TO EXECUTE THIS RESOLUTION AND DECLARING AN EMERGENCY TO EXIST. Tab 3

Consideration, discussion and/or decision regarding Resolution NO. 2012-01 as stated, relating to Attachment 2 to the job description of the City Clerk .

10. DISCUSSION/DECISION REGARDING NAMING A PROXY REPRESENTATIVE OF THE CITY OF WILLCOX AS VOTING MEMBER OF THE REX ALLEN MUSEUM, INC., Tab 4

Consideration, discussion and/or decision regarding naming a proxy representative of the City as voting member of the Rex Allen Museum, Inc.

11. REPORTS BY THE CITY MANAGER PAT McCOURT Tab 5

Consideration, discussion, and/or decision regarding the following topics by the City Manager:

- **Report on Voter Registration**-Deadline is February 13, 2012 with Cochise County.
- **Report on City Election** – primary to be held on March 13, 2012.
- **Updates on Mascot Car**-Windows are in!
- **Report on New Business** – G'Ma D opening soon at corner of Haskell Avenue and Maley Street
- **Report on Financial Disclosure Statements due**-This report is due from every Council person seated as of December 31st of each year. The Council members must complete the Financial Disclosure Statement for the preceding year (2011) on or before January 31, 2012.
- **Report on Next Regular Meeting Date**-Next regular meeting is a special meeting on Tuesday, January 17, 2012 due to Martin Luther King Holiday on Monday, January 16, 2012.
- **Report on E-Waste Event** – Free E-Waste recycling event on Saturday , January 21, 2012 at the Willcox Community Center from 9 a.m. until Noon

12. COMMENTS NOT FOR DISCUSSION FROM MAYOR AND COUNCIL MEMBERS.

13. DISCUSSION/DECISION ENTER INTO AN EXECUTIVE SESSION PURSUANT TO ARIZONA REVISED STATUTES §38-431.03A(3) DISCUSSION OR CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY OR ATTORNEYS OF THE PUBLIC BODY Tab 6

Consideration, discussion and/or decision to enter into an Executive Session pursuant to ARS §38-431.03A(3), as stated, relating to consultation for legal advice with the attorney(s) of the public body.

14. RECESS TO EXECUTIVE SESSION, IF APPROVED

15. RECONVENE FROM EXECUTIVE SESSION

16. DISCUSSION/DECISION/DIRECTION TO STAFF REGARDING MATTERS DISCUSSED IN EXECUTIVE SESSION

Consideration, discussion, decision and/or direction to staff regarding matters discussed in Executive Session relating to advice from City Attorney.

17. ADJOURN

NOTE: Documentation (if any) for items listed on the Agenda is available for public inspection, a minimum of 24 hours prior to the Council Meeting, at any time during regular business hours in the Office of the City Clerk, 101 S. Railroad Avenue, Suite B, or the Elsie S. Hogan Community Library during regular business hours Monday-Saturday and on the City's website www.cityofwillcox.org .

NOTE: People with disabilities may request reasonable accommodations. Requests must be made 48 hours prior to the meeting by contacting City Hall at 384-4271 during regular business hours 8:00 a.m. to 4:30 p.m., Monday through Friday.