

**CITY OF WILLCOX  
MAYOR AND CITY COUNCIL  
AGENDA**

**Monday, February 20, 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- 11  
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 MINUTES OF THE WORK SESSION HELD ON FEBRUARY 6, 2012**

**Tab 1**

- 8. PUBLIC HEARINGS, PETITIONS AND COMMUNICATIONS** **Tab 2**  
**PUBLIC HEARINGS:** The Mayor and Council will hold a public hearing on Monday, February 20, 2012, City Council Chambers, 300 W. Rex Allen Drive, Willcox, AZ regarding the Application for Liquor License Series #06 Quality Inn-Willcox, Person Transfer, Location Transfer, Corporation, Christina Selene Fraser, Harden Motel, Inc., 1100 W. Rex Allen Drive, Willcox, AZ
- PROCLAMATION:** The Mayor will proclaim (1) Celebrating the Arizona Centennial throughout the Month of February by Honoring 100 Years of Arizona History 1912 – 2012, *Happy Birthday Arizona Month*; and (2) February 19-25, 2012 as *Willcox FFA Week* **Tab 3**
- COMMUNICATIONS:** There are three (3) candidates running for the March 13, 2012 Primary Election. Candidates are: Earl B. Goolsby, Elwood “Woody” Johnson and William “Bill” Nigh. Polls open at 6:00 a.m. to 7:00 p.m., City Council Chambers, 300 W. Rex Allen Drive. There are no Write In Candidates for the Primary Election and Request for Early Ballots starts February 16, 2012 by calling 1-888-457-4513.
- 9. DISCUSSION/DECISION REGARDING THE APPLICATION FOR LIQUOR LICENSE SERIES #06** **Tab 2**  
**QUALITY INN-WILLCOX, PERSON TRANSFER, LOCATION TRANSFER, CORPORATION, CHRISTINA SELENE FRASER, HARDEN MOTEL, INC., 1100 W. REX ALLEN DRIVE, WILLCOX, AZ**  
 Consideration, discussion and/or decision regarding the Application for Liquor License Series #06 Quality Inn-Willcox, Person Transfer, Location Transfer, Corporation, Christina Selene Fraser, Harden Motel, Inc., 1100 W. Rex Allen Drive, Willcox, AZ
- 10. DISCUSSION/DECISION REGARDING THE APPOINTMENT OF SHARON NIGH TO FILL THE** **Tab 4**  
**UNEXPIRED TERM VACATED ON THE PLANNING AND ZONING COMMISSION, TERM TO EXPIRE JUNE 30, 2014**  
 Consideration, discussion and/or decision regarding the Appointment of Sharon Nigh to fill the term expiring on the Planning and Zoning Commission on June 30, 2014.
- 11. DISCUSSION/DECISION TO ACCEPT THE CHECK FROM THE LAMBDA CHI OMEGA ARIZONA BETA** **Tab 5**  
**CHAPTER IN THE AMOUNT OF \$400 FOR THE SKATE PARK DEVELOPMENT FUND 17**  
 Consideration, discussion and/or decision to accept check from the Lambda Chi Omega Arizona Beta Chapter in the amount of \$400 for the Skate Park Development Fund 17.
- 12. DISCUSSION/DECISION REGARDING PURCHASE OF SERVICES FROM SCOUTTEN ENGINEERING** **Tab 6**  
**UNDER EXISTING AGREEMENT**  
 Consideration, discussion and/or decision regarding purchase of services from Scoutten Engineering under the existing Agreement.
- 13. DISCUSSION/DECISION REGARDING RESOLUTION NO. 2012-06 APPROVING AND ADOPTING THE** **Tab 7**  
**PUBLIC LIBRARY ADVISORY COMMITTEE (“COMMITTEE”) RECOMMENDATION TO NAME THE NEWLY-RENOVATED AREAS OF THE LIBRARY IN HONOR OF A PROMINENT LOCAL CITIZEN AND AUTHORIZING THE MAYOR TO EXECUTE THIS RESOLUTION AND DECLARING AN EMERGENCY TO EXIST.**  
 Consideration, discussion and/or decision regarding Resolution NO. 2012-06, as stated, relating to name the newly renovated areas of the Library.
- 14. DISCUSSION/DECISION REGARDING RESOLUTION NO. 2012-08 APPROVING AND ADOPTING THE** **Tab 8**  
**BID AWARD ON THE CDBG COMMUNITY CENTER PHASE III RENOVATIONS, AUTHORIZING CITY STAFF TO PROCEED WITH THE PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THIS RESOLUTION AND DECLARING AN EMERGENCY TO EXIST**  
 Consideration, discussion and/or decision regarding Resolution NO. 2012-08, as stated, relating to the bid award on the CDBG Community Center Phase III Renovations.
- 15. DISCUSSION/DECISION REGARDING RESOLUTION NO. 2012-09 APPROVING AND AUTHORIZING** **Tab 9**  
**THE RENEWAL AND EXTENSION OF THE USE, MAINTENANCE AND STIPEND AGREEMENT BETWEEN THE CITY OF WILLCOX [“CITY”] AND THE WILLCOX CHAMBER OF COMMERCE AND AGRICULTURE, A NON-PROFIT CORPORATION, [“CHAMBER”] AND AUTHORIZING THE MAYOR TO EXECUTE THIS RESOLUTION AND DECLARING AND EMERGENCY TO EXIST**  
 Consideration, discussion and/or decision regarding Resolution NO. 2012-09, as stated, regarding Renewal and Extension of Agreement with Chamber.

**16. DISCUSSION/DECISION REGARDING RESOLUTION NO. 2012-10 APPROVING AND ADOPTING AN AMENDED JOB DESCRIPTION FOR THE POSITION OF ADMINISTRATIVE ASSISTANT IN THE PUBLIC WORKS DEPARTMENT PURSUANT TO SECTION 208 OF THE EMPLOYEE HANDBOOK AND AUTHORIZING THE MAYOR TO EXECUTE THIS RESOLUTION AND DECLARING AN EMERGENCY TO EXIST. Tab 10**

Consideration, discussion and/or decision regarding Resolution NO. 2012-10, as stated, relating to amended job description for the position of Administrative Assistant in the Public Works Department.

**17. REPORTS BY THE CITY MANAGER PAT MCCOURT**

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

- **Report on City Election** – Primary Election to be held on Tuesday, March 13, 2012.
- **Skate Park**
- **Fence in Field Two**
- **New Budget Calendar**
- **New Businesses**-EA Glass and Rock & Row Flooring have moved in next to Trusty Rusty on S. Haskell.

**18. COMMENTS NOT FOR DISCUSSION FROM MAYOR AND COUNCIL MEMBERS.**

**19. 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 11**

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.

**20. RECESS TO EXECUTIVE SESSION, IF APPROVED**

**21. RECONVENE FROM EXECUTIVE SESSION**

**22. 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.

**23. 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](http://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.