

**THE MINUTES OF THE WORK SESSION OF THE MAYOR AND  
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ  
HELD ON THIS 8<sup>th</sup> DAY OF APRIL 2013**

**CALL TO ORDER**- Mayor Irvin called the work session to order on Monday April 08, 2013, at 6:33 p.m. and welcomed everyone in attendance

**ROLL CALL**-Recording Secretary Sherry Van Allen, called the roll:

**PRESENT**

Mayor Robert A. Irvin  
Councilman Gerald W. Lindsey  
Councilman Elwood A. Johnson  
Councilman William "Bill" Nigh

**STAFF**

City Manager Pat McCourt  
Recording Secretary Sherry Van Allen  
Finance Director Ruth Graham  
Interim Public Works Director John Bowen

**ABSENT**

Vice Mayor Bill Holloway  
Councilwoman Cronberg  
Councilman Goolsby

**PLEDGE OF ALLEGIANCE TO THE FLAG** led by Mayor Irvin

**DECLARATION ON CONFLICT OF INTEREST**

None Declared

**ADOPTION OF THE AGENDA**

**MOTION:** Councilmember Lindsey moved to adopt the agenda as presented.

**SECONDED:** Councilmember Johnson seconded the motion. **CARRIED**

**DISCUSSION REGARDING DEBT SERVICE, COURT AND FIREFIGHTER'S PENSION PLAN**

**DEBIT SERVICE:** City Manager McCourt presented a summary of the budget . The presentation detailed the anticipated income as well as estimated ending funds.

McCourt explained the debt service fund. Using the details available in the council packet. The debit service fund is paid with property taxes. Each property tax is designated to repay a certain debit. Some of the debit will be paid in 2014.

**COURT:** The City has an agreement with Cochise County for the Magistrate Court. This is included in our budget however, the city has no control over the income received to the fund but must include it in our operating budget.

**FIRE FIGHTERS PENSION:** This fund is governed by a board and not the Council. It Is Funded By The Fire Fighters and receives revenue for other areas. This is another item that the City does not have control over.

**GENERAL FUND OVERVIEW**

The spreadsheet included in the packet presented Revenue that is generated and applied to the General Fund. The information presented included Historical Data as well as Current, and Future Projections. McCourt highlighted the transfers out of the general fund used for other obligations.

McCourt detailed the opening balance in the general fund. He stated there is no minimum requirement required to be held in the general fund. His recommendation is to keep the balance at a 6 month projection of \$1,799,181. He emphasized that it is a recommendation and that the Council does not have to approve the suggestion.

**ECONOMIC DEVELOPMENT**

This line in the general fund is used to fund several different items. This line funds utilities at the Community Center, Willcox Chamber of Commerce, Cochise County Tourism, WASA and Economic Development. Mr. McCourt highlighted the amounts that have been transferred out of this fund to pay obligations during this year.

McCourt went into detail about the new legislation regarding Economic Development. The rule states the City must be able to demonstrate that money designated for Economic Development is actually used for that purpose and that the City is receiving a tangible benefit from this investment.

Alan Baker presented an update on what the Chamber is currently doing and how the Chamber is assisting the City with Economic Development. Mr. Baker demonstrated in his presentation that the City has stayed consistent with its visitor count as

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well as maintaining consistent lodging tax. The Chamber is holding its own and is basically breaking even each year. Mr. Baker highlighted the numerous ads and promotions the Chamber has been doing.

**ADJOURN**

Mayor Irvin adjourned the Work Session with no further discussion at 7:11 pm.

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session of the City Council of the City of Willcox held on the 8<sup>th</sup> day of April 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

**Dated this 9th day of April 2013**

/s/ Sherry Van Allen  
Recording Secretary Sherry Van Allen

**PASSED, APPROVED AND ADOPTED** this 15<sup>th</sup> day of April 2013.

/s/ Robert A. Irvin  
*MAYOR ROBERT A. IRVIN*

Signed 4-17-2013

ATTEST:

/s/ Virginia A. Mefford  
City Clerk Virginia A. Mefford