

THE MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ HELD ON THIS 6th DAY OF JANUARY, 2014

CALL TO ORDER - Mayor Bob Irvin called the meeting to order at 7:00 p.m.

ROLL CALL - City Clerk, Virginia A. Mefford called the roll.

PRESENT

Mayor Robert A. Irvin
Vice Mayor Bill Holloway
~~Councilman Elwood A. Johnson~~
Councilman Gerald W. Lindsey
Councilwoman Monika Cronberg
Councilman Earl Goolsby
Councilman William "Bill" Nigh

STAFF

City Manager Ted Soltis
City Clerk Virginia Mefford
City Attorney Ann P. Roberts
Finance Director Ruth Graham
Interim Police Chief Glenn Childers
Public Services & Works Director John Bowen
Library Director Tom Miner
Development Services Jeff Stoddard

ABSENT

Councilman Elwood A. Johnson

PLEDGE OF ALLEGIANCE TO THE FLAG - Led by Mayor Irvin

CALL TO THE PUBLIC – Terry Rowden invited Council and staff to the Wings Over Willcox reception at 6:00 pm on Thursday, January 16, 2014.

Rob Jones thanked Council and staff for all the work done to help clean- up the motel. He also thanked the newspaper for the article regarding community events.

The Mayor thanked Alan Baker for all of his efforts working with Willcox Cares.

DECLARATION ON CONFLICT OF INTEREST - None

ADOPTION OF THE AGENDA

MOTION: Councilmember Cronberg made a motion to adopt the agenda.

SECONDED: Vice Mayor Holloway

MOTION CARRIED

APPROVAL OF MINUTES OF THE REGULAR MEETING OF DECEMBER 16, 2013.

MOTION: Councilmember Lindsey made a motion to approve the minutes.

SECONDED: Councilmember Cronberg

MOTION CARRIED

RESOLUTION 2014-01 APPROVING PURCHASES THROUGH MEMBERS OF ITS GOVERNING BODY

MOTION: Vice Mayor Holloway made a motion to approve Resolution 2014-01.

SECONDED: Councilmember Lindsey

DISCUSSION: Councilmember Cronberg asked why Council has to approve this year after year.

City Manager Soltis said it was in the procurement policy.

MOTION CARRIED

**THE MINUTES OF THE REGULAR MEETING OF THE MAYOR AND
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RESOLUTION 2014-02 APPROVING AND ADOPTING THE 2014 AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY AND THE NORTHERN COCHISE HOSPITAL DISTRICT FOR THE PROVISION OF SERVICES FOR SENIOR CITIZENS

MOTION: Councilmember Cronberg made a motion to approve Resolution 2014-02.

SECONDED: Councilmember Lindsey

DISCUSSION: Councilmember Lindsey asked for clarification on the changes. Councilmember Cronberg said the age limit was decreased to 55 to increase participation.

MOTION CARRIED

RESOLUTION 2014-03 APPROVING AND ADOPTING THE "ARIZONA DEPARTMENT OF ADMINISTRATION APPROVED FULL SERVICE LEASE WITH THE ARIZONA DEPARTMENT OF PUBLIC SAFETY" BETWEEN THE CITY OF WILLCOX, "LESSOR", AND THE ARIZONA DEPARTMENT OF PUBLIC SAFETY, LESSEE"

MOTION: Councilmember Lindsey made a motion to approve and adopt Resolution 2014-03.

SECONDED: Councilmember Cronberg

DISCUSSION: Councilmember Lindsey asked about the changes to the lease. Ms. Graham said utilities and rent would now be paid and the length of the term was changed from an annual lease to a ten-year lease. Opportunity to reevaluate the rate would come after five years. Councilmember Lindsey asked if only DPS could terminate the lease. City Attorney Roberts said it may be terminated by either party. Councilmember Cronberg noted that the City has a great ongoing relationship with them.

MOTION CARRIED

RESOLUTION 2014-04 APPROVING THE ARIZONA DEPARTMENT OF HOMELAND SECURITY GRANT TO FUND OFFICER OVERTIME, MILEAGE, AND EQUIPMENT FOR THE PERFORMANCE OF OPERATION STONEGARDEN

MOTION: Councilmember Cronberg made a motion to approve Resolution 2014-04.

SECONDED: Councilmember Goolsby

DISCUSSION: Councilmember Lindsey asked a question related to equipment compatibility. Interim Chief Childers said it is mainly for radios and they are compatible.

MOTION CARRIED

CITY MANAGER REPORTS

The City Manager, John Bowen and Ruth Graham attended a Waste Water Treatment Plant Value Engineering meeting. Mr. Bowen discussed how different design plans could save money.

He noted that Wings Over Willcox activities will take place from the 15th -19th of January 2014. He thanked the group and encouraged everyone to attend.

The employee appreciation party was a success with close to 80 people attending.

He noted that holiday lighting around the community was fantastic.

He had a preliminary request for developing a community garden on city property. One proposed site was the former water tank site.

He asked Council for their thoughts on changing the meeting time to 6:30 pm from 7:00 pm, and possibly the meeting day to another day. Council was amenable to changing the time. Vice Mayor Holloway asked if the day could be left open-ended until it can be discussed further. Ms. Broeder stated the compelling reason it was changed Monday from Tuesday was due to newspaper deadline, but with current technology it's easier and it is not such a problem. Mayor Irvin requested this to be brought up again at a later date.

Mr. Miner gave his end of the year annual report on the library.

**THE MINUTES OF THE REGULAR MEETING OF THE MAYOR AND
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COMMENTS NOT FOR DISCUSSION FROM MAYOR AND COUNCIL MEMBERS

Vice Mayor Holloway said after being stuck in airports, he is glad to be home.

He asked if there was a place for people to go to keep warm if it gets really cold. This may be something to think about.

EXECUTIVE SESSION PER ARS 38-431.03A (1) FOR CITY MANAGER'S SIX MONTH EVALUATION

Council adjourned into Executive Session at 7:43 pm.

DISCUSSION/DECISION RELATED TO CITY MANAGER'S SIX MONTH EVALUATION

Council reconvened into regular session at 8:23 pm.

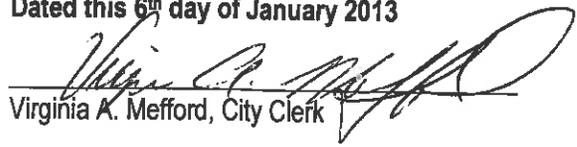
Councilmember Cronberg stated the Council made the right decision hiring Mr. Soltis. He is doing a wonderful job and it is showing through his actions.

ADJOURN Being no further business before the Mayor and Council, the meeting was adjourned at 8:25 pm by Mayor Irvin.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the City Council of the City of Willcox held on the 6th day of January, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 6th day of January 2013


Virginia A. Mefford, City Clerk

PASSED, APPROVED AND ADOPTED this 21st day of January 2014.

MAYOR ROBERT A IRVIN

ATTEST:

Date signed: _____

City Clerk Virginia A. Mefford

CITY OF WILLCOX
REQUEST FOR COUNCIL ACTION

Agenda Item 8
Tab Number 2
Date: 1/21/2014

<u>Date Submitted:</u>	<u>Action:</u>	<u>Subject:</u>
January 15, 2014	<input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Formal <input checked="" type="checkbox"/> Other	ACCEPTING SSVEC CAPITAL CREDITS AWARD

TO: MAYOR AND COUNCIL
FROM: Ruth Graham – Finance Director

Discussion:

The Sulphur Springs Valley Electric Cooperative, Inc. (SSVEC) is the City's electric services provider. Mr. Telly Stanger will present the City with a Capital Credits check tonight at the meeting. An explanation of Capital Credits, as presented on SSVEC's website, is as follows:

Rural electric cooperatives such as Sulphur Springs Valley Electric Cooperative (SSVEC) are different from investor-owned utilities (IOUs), whose primary objective is to make a profit. A rural electric cooperative is a nonprofit business that exists solely to provide its members with reliable electricity.

Nonprofit electric cooperatives such as SSVEC deliver energy to their members at the cost of service, which is unlike Investor Owned Utilities, who typically distribute their profits to investors across the nation, or even the world—and not to those they serve.

Capital credits come from the margins that the cooperative has remaining after paying all of its expenses in a given year. At the end of the year, that money is credited to each member's capital credit account according to the amount of electricity the member purchased. A member with higher bills will gain more capital credits than a member with lower electric bills.

This year, SSVEC retired a total of \$250,000 to our members for portions of service years 1988, and portions of 1989. Amounts under \$20 will be applied directly to the member's electric energy account and will show as a credit on either the December or January bill, depending on their particular billing cycle.

Look for your check, or account credit, by early January, and experience the cooperative difference.

Capital Credits

Capital credits are unique to cooperative utilities like Sulphur Springs Valley Electric Cooperative. Investor-owned power companies make profits, and pay dividends to stockholders. Cooperatives, on the other hand, work on a non-profit basis and allocate their excess operating revenue back to their members.

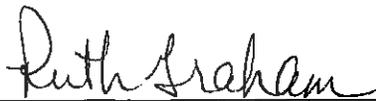
Capital credits represent your share of the Cooperative's margins – margins are the operating revenue remaining after operating expenses. The amount assigned in your name depends on your energy purchases. To calculate this, we divide your annual energy purchase by the Cooperative's operating income for the year. The more electricity you buy, the more capital credits you earn.

The decision to retire Capital Credits each year is made by the Board of Directors. The retirement amount varies and is based on the amount necessary to maintain financial soundness of the cooperative. If you no longer have service with SSVEC and change your address, please contact the cooperative with the new information.

Recommendation: Motion to accept the Capital Credits check from SSVEC.

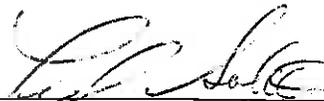
Fiscal Impact: + \$1,364.95.

Prepared By:



Ruth Graham, Finance Director

Approved by:



Ted Soltis, City Manager

CITY OF WILLCOX
Request for Council Action

Agenda Item: 9
Tab Number: 3
Date: 01-21-2014

Date Submitted:
Jan. 16, 2014

Date Requested:
Jan. 21, 2014

Action:
 Resolution
 Ordinance
 Formal
 Other

Subject:
Willcox Cares
Addition Donation
Request

To: Honorable Mayor and City Council

From: Development Services

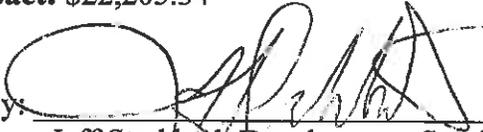
History:

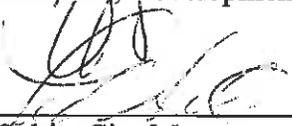
On November 18th Willcox Cares requested and received a donation from the City of \$45,000 for the removal of the Desert Inn located at 704 S. Haskell Ave Willcox, AZ. The motel site has since been clean-up.

While Willcox Cares was successful in raising \$68,030.00 including the City's donation, fundraising efforts were \$22,205.34 short. Willcox Cares is asking the City for an additional donation of \$22,205.34 dollars to make up for the shortfall in fundraising.

Recommendation: Donate \$22,205.34 to Willcox Cares to complete funding of the clean-up project.

Fiscal Impact: \$22,205.34

Prepared By: 
Jeff Stoddard, Development Services Department

Approved By: 
Ted Soltis, City Manager

Willcox Cares Donations

Date	Amount
11/20/2013	\$45,000.00
11/5/2013	\$500.00
11/18/2013	\$250.00
11/20/2013	\$50.00
12/3/2013	\$100.00
12/4/2013	\$100.00
12/2/2013	\$50.00
12/1/2013	\$1,000.00
12/5/2013	\$250.00
12/6/2013	\$200.00
12/12/2013	\$100.00
12/26/2013	\$120.00
1/3/2014	\$100.00
1/13/2014	\$100.00
1/10/2014	\$100.00
1/10/2014	\$10.00
	\$48,030.00
Invoice 1193 from Quality Aire	\$90,235.34
Payment to Quality Aire	<u>-\$45,000.00</u>
Balance due	\$45,235.34
Commitment from Cochise County	\$20,000.00
Balance of donations	<u>\$3,030.00</u>
Balance Needed	<u><u>\$22,205.34</u></u>

CITY OF WILLCOX
REQUEST FOR COUNCIL ACTION

Agenda Item 10
Tab Number 4
Date: 1/21/2014

<u>Date Submitted:</u>	<u>Action:</u>	<u>Subject:</u>
January 15, 2014	<input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Formal <input checked="" type="checkbox"/> Other	AMRRP Liability Insurance Policy Renewal

TO: MAYOR AND COUNCIL
FROM: Finance Director Ruth Graham

DISCUSSION:

The City participates in the Arizona Municipal Risk Retention Pool (AMRRP or the Pool) for liability and worker's compensation insurance coverage. Each fiscal year, our worker's compensation policy with AMRRP is renewed from July 1st to June 30th. The liability and excess coverage policies are renewed on a calendar year basis, from January 1st to December 31st.

The liability policy includes coverage for property, equipment, valuable papers, service animals, general liability, personal/advertising injury, damage to premises rented to City, medical expense, professional liability, and auto liability and physical damage. A copy of the Rated Premium Breakdown is attached, with a total premium of \$162,028.

The Municipal Excess Liability coverage includes up to \$3,000,000 in the aggregate and for each wrongful act, as well as other underlying coverage as listed in the attached Appendix A. The coverage date is retroactive to January 1, 1998. The cost of the excess liability coverage is \$11,849.

Mr. Ed Bantel from Southwest Risk, the AMRRP administrative agency, will be at the meeting to present information about the policies and the coverage.

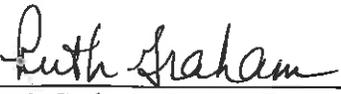
RECOMMENDATION:

Motion to approve the City's 2014 Arizona Municipal Risk Retention Pool Liability Policy No. AM40132014, and the Excess Liability Insurance Policy No. AE40132014 as presented.

FINANCIAL IMPACT: The total cost for 2014 liability and excess liability coverage for the City is \$173,877.

Submitted by:

Approved by:


Ruth Graham, Finance Director


Ted Soltis, City Manager

**APPENDIX A
ARIZONA MUNICIPAL RISK RETENTION POOL
MUNICIPAL EXCESS LIABILITY DECLARATIONS**

Coverage Agreement Number: **AE40132014**
 Previous Coverage Agreement Number: **AE40132013**

Item 1. **MEMBER AND MAILING ADDRESS:**
 WILLCOX, CITY OF
 101 SOUTH RAILROAD AVENUE, SUITE B
 WILLCOX, AZ 85643

Item 2. **ORIGINAL COVERAGE DATE:** 01/01/98
RATING PERIOD FROM: 01/01/14 12:01 AM at the Mailing Address on the Common Declarations
TO: 01/01/15

Item 3. **DESCRIPTION OF MEMBER:** Municipality
IN RETURN FOR THE PAYMENT OF MEMBERSHIP FEES, AND SUBJECT TO ALL THE TERMS OF THE POOL'S INTERGOVERNMENTAL AGREEMENT AND THIS COVERAGE AGREEMENT, THE POOL AGREES TO PROVIDE THE MEMBER WITH THE COVERAGES AS STATED IN THIS COVERAGE PART.

Item 4. **SCHEDULE OF COVERAGES:**

<u>Description</u>	<u>Limit Of Coverage</u>
Aggregate	\$ 3,000,000
Each Wrongful Act	\$ 3,000,000

Item 5. **RETROACTIVE DATE:** 01/01/98

Item 6. **SCHEDULE OF UNDERLYING COVERAGES:**
Excess coverage applies only to coverages for which underlying Limits Of Coverage are shown.

Underlying Municipal Liability Coverage and Municipal Auto Liability Coverage provided by:

Underlying Carrier	Arizona Municipal Risk Retention Pool
Coverage Agreement Number	AM40132014
Rating Period	From: 01/01/14 To: 01/01/15
Municipal Liability Products – Completed Operations Aggregate Limit	\$ 2,000,000
Municipal Liability Each Wrongful Act Limit	\$ 2,000,000
Municipal Liability Retroactive Date	07/01/87
Municipal Auto Liability Each Accident Limit	\$ 2,000,000

Underlying Employers Liability Coverage provided by:

Underlying Carrier	Arizona Municipal Risk Retention Pool
Coverage Agreement or Policy Number	AZWC012217
Rating Period or Policy Period	From: 07/01/13 To: 07/01/14
Bodily Injury By Accident Limit	\$ 1,000,000
Bodily Injury By Disease – Each Employee Limit	\$ 1,000,000
Bodily Injury By Disease – Policy Limit	\$ 1,000,000

Item 7. **FORMS AND ENDORSEMENTS ATTACHED TO THIS COVERAGE PART:**
 AZXSC (10-03) AZXSE6 (07-10)

Item 8. **MEMBERSHIP FEE:** **\$11,849**

THESE DECLARATIONS, TOGETHER WITH THE COMMON CONDITIONS AND THE MUNICIPAL EXCESS LIABILITY COVERAGE FORM(S) AND ENDORSEMENTS COMPLETE THE MUNICIPAL EXCESS LIABILITY COVERAGE PART. PLEASE READ THEM CAREFULLY.

Rated Premium Breakdown

Date: 01/03/2014
Policy:AM40132014

Coverage Period: 01/01/2014 - 01/01/2015

Insured: WILLCOX, CITY OF

<u>COVERAGE</u>	<u>PREMIUM</u>
PROPERTY \$ 12,733,382	<u>\$ 24,968.00</u>
INLAND MARINE	
\$ 900,240 CONTRACTORS EQUIPMENT \$1000 DE	<u>\$ 2,620.00</u>
\$ 4,500 MISCELLANEOUS EQUIPMENT \$250 D	<u>\$ 20.00</u>
\$ 50,000 VALUABLE PAPERS \$1000 DEDUCTIB	<u>\$ 33.00</u>
\$ 65,000 EDP EQUIPMENT EXCLUDES BREAKDO	<u>\$ 335.00</u>
\$ 20,000 SERVICE ANIMAL TOTAL LOSS COVE	<u>\$ 88.00</u>
\$ 2,500 SERVICE ANIMAL MEDICAL/SURGICA	<u>\$ 17.00</u>
GENERAL LIABILITY	<u>\$ 87,301.00</u>
\$ 2,000,000 GENERAL AGGREGATE	
\$ PRODUCTS/COMPLETED OPERATIONS AGGREGATE	
\$ PERSONAL/ADVERTISING INJURY	
\$ 2,000,000 EACH OCCURRENCE	
\$ DAMAGE TO PREMISES RENTED TO YOU	
\$ MEDICAL EXPENSE	
PROFESSIONAL LIABILITY	<u>\$ 19,797.00</u>
\$ 2,000,000 AGGREGATE	
\$ 2,000,000 EACH CLAIM	
AUTO LIABILITY & PHYSICAL DAMAGE	<u>\$ 20,386.00</u>
\$ 2,000,000 COMBINED SINGLE	
\$ 50,000 UNINSURED MOTORIST/UNDERINSURED MOTORIST	
CRIME	<u>\$ 2,325.00</u>
EQUIPMENT BREAKDOWN	<u>\$ 4,138.00</u>
<u>TOTAL PREMIUM</u>	<u>\$ 162,028.00</u>

Property Schedule

Loc#	Bld#	Covg.	Address	Limit	Premium	Incl Blnkt
001	001	BLD	501 W. MALEY, WILLCOX, AZ	\$ 274,000	\$ 279.00	
002	001	BLD	312 W. STEWART, WILLCOX, AZ	\$ 2,505,000	\$ 2,507.00	
003	001	BLD	250 N. RAILROAD, WILLCOX, AZ	\$ 426,000	\$ 232.00	
003	002	BLD	250 N. RAILROAD	\$ 1,500	\$ 2.00	
004	001	BLD	1500 CIRCLE I ROAD, WILLCOX, AZ	\$ 635,800	\$ 933.00	
005	001	BLD	LANDFILL	\$ 30,000	\$ 32.00	
005	002	BLD	LANDFILL	\$ 8,500	\$ 54.00	
006	001	BLD	N. FORT GRANT	\$ 11,000	\$ 13.00	
007	001	BLD	MALEY STREET	\$ 12,000	\$ 10.00	
008	001	BLD	ARIZONA AVE & FREMONT	\$ 30,000	\$ 31.00	
009	001	BLD	KOA	\$ 45,000	\$ 32.00	
010	001	BLD	WOOD STREET	\$ 6,195	\$ 4.00	
011	001	BLD	PECALI ROAD	\$ 90,000	\$ 65.00	
012	001	BLD	W. MOUNTAIN AZ AVENUE	\$ 165,000	\$ 119.00	
012	002	BLD	W. MOUNTAIN AZ, AVENUE	\$ 26,250	\$ 254.00	
014	001	BLD	207 WEST MALEY ST.	\$ 1,434,000	\$ 1,547.00	
015	001	BLD	1003 S. REX ALLEN JR DRIVE	\$ 86,000	\$ 105.00	
015	002	BLD	1003 S. REX ALLEN JR. DRIVE	\$ 20,000	\$ 10.00	
015	003	BLD	1003 S. REX ALLEN JR. DRIVE	\$ 61,000	\$ 82.00	
015	004	BLD	1003 S. REX ALLEN JR. DRIVE	\$ 72,000	\$ 135.00	
016	001	BLD	400 NORTH BIBEE	\$ 119,000	\$ 177.00	
016	002	BLD	400 NORTH BISBEE	\$ 120,000	\$ 86.00	
016	003	BLD	400 NORTH BISBEE	\$ 350,000	\$ 1,159.00	
016	004	BLD	400 NORTH BISBEE	\$ 50,000	\$ 485.00	
016	005	BLD	400 NORTH BISBEE	\$ 1,000,000	\$ 3,310.00	
016	006	BLD	400 NORTH BISBEE	\$ 201,000	\$ 2,573.00	

Property Schedule

Loc#	Bld#	Covg.	Address	Limit	Premium	Incl Blnt
016	007	BLD	400 NORTH BISBEE	\$ 23,000	\$ 206.00	
016	008	BLD	400 NORTH BISBEE	\$ 18,000	\$ 161.00	
016	009	BLD	400 NORTH BISBEE	\$ 5,000	\$ 32.00	
016	010	BLD	400 NORTH BISBEE	\$ 5,000	\$ 32.00	
016	011	BLD	400 NORTH BISBEE	\$ 100,000	\$ 640.00	
016	012	BLD	400 NORTH BISBEE	\$ 5,000	\$ 64.00	
017	001	BLD	868 EAST MALEY	\$ 1,000,000	\$ 520.00	
017	002	BLD	868 EAST MALEY	\$ 12,000	\$ 6.00	
017	003	BLD	868 EAST MALEY	\$ 94,000	\$ 49.00	
017	004	BLD	868 EAST MALEY	\$ 59,000	\$ 31.00	
018	001	BLD	101 S. RAILROAD AVE.	\$ 827,000	\$ 1,186.00	
018	002	BLD	101 S. RAILROAD AVE.	\$ 40,000	\$ 72.00	
018	003	BLD	101 S. RAILROAD AVE.	\$ 50,000	\$ 305.00	
019	001	BLD	RODEO GROUNDS, WILLCOX, AZ	\$ 5,500	\$ 35.00	
019	002	BLD	RODEO GROUNDS, WILLCOX, AZ	\$ 50,000	\$ 320.00	
019	003	BLD	RODEO GROUNDS (QUAIL PARK)	\$ 211,000	\$ 1,891.00	
019	004	BLD	RODEO GROUNDS (QUAIL PARK)	\$ 211,000	\$ 1,891.00	
019	005	BLD	RODEO GROUNDS (QUAIL PARK)	\$ 100,000	\$ 640.00	
019	006	BLD	RODEO GROUNDS (QUAIL PARK)	\$ 30,000	\$ 384.00	
019	007	BLD	RODEO GROUNDS (QUAIL PARK)	\$ 9,000	\$ 175.00	
020	001	BLD	VARIOUS LOCATIONS	\$ 200,000	\$ 662.00	
021	001	BLD	390 W. REX ALLEN DR.	\$ 361,000	\$ 260.00	
022	001	BLD	300 & 320 WEST REX ALLEN DRIVE	\$ 1,538,637	\$ 1,170.00	
500	001		VARIOUS LOCATIONS			
Total Insured Values				\$ 12,733,382	\$ 29,106.00	
Total Non-Blanket Values				\$ 225,000		

Inland Marine Schedule

Loc#	Bld#	Coverage	Limit	Premium
001	002	007 CONTRACTOR'S EQUIPMENT AS PER SCHEDULE ON FILE WITH POOL	900,240 \$	2,620.00
001	005	008 MISC EQUIPMENT AS PER SCHEDULE ON FILE WITH POOL	\$ 4,500 \$	20.00
001	010	009 VALUABLE PAPERS (CITY HALL)	\$ 50,000 \$	33.00
001	003	011 EDP EQUIPMENT PER SCHEDULE ON FILE WITH POOL	\$ 65,000 \$	335.00
001	013	013 SERVICE ANIMAL - LOSS	\$ 20,000 \$	88.00
001	013	014 SERVICE ANIMAL - MED PAY	\$ 2,500 \$	17.00
INLAND MARINE TOTAL			\$ 1,042,240 \$	3,113.00

General Liability Schedule

Loc#	Item#	Hazard	Rate Cls	Rating Basis	Premium
001	001	OP EXPEND/TERR 2/POP 2501-1000		\$ 4,075,384 \$	55,201.00
001	002	WATERWORKS PAYROLL		\$ 125,000 \$	6,582.00
001	003	WATERWORKS - 1 MILLION GAL		\$ 200 \$	466.00
001	006	GAS UTILITY-PAYROLL		\$ 105,000 \$	19,798.00
001	008	MILES STREETS-PER MILE		\$ 37 \$	1,383.00
001	011	REC CTR/ARENA/COMM CTR		\$ 4,200 \$	648.00
001	016	INDEPENDENT CONTRACTORS		\$ 500,000 \$	360.00
001	025	POOLS SEAS W/DIV.LT 4'UND.1000		\$ 2 \$	2,031.00
001	032	EMP.BEN.LIAB GE 30 EMPLOYEES		\$ 56 \$	324.00
001	033	ATTORNEY		\$ 1 \$	508.00
LIABILITY TOTAL					\$ 87,301.00

Professional liability Schedule

Loc#	Item#	Hazard	Rate Cls	Rating Basis	Premium
001	099	E&O OTHER/1 MIL TO 2 MIL EXP		\$ 8,500,000 \$	19,797.00
PROFESSIONAL LIABILITY TOTAL					\$ 19,797.00

Automobile Schedule

VEh#	YR#	Make	VIN	Comp. Ded.	Coll. Ded.	Rental	Towing	Premium
HNO				0	0	[]	[]	\$ 93.00

Automobile Schedule

VEh#	YR#	Make	VIN	Comp. Ded.	Coll. Ded.	Rental	Towing	Premium
001	1973	CHEV	2513	0	0	[]	[]	\$ 255.00
002	1975	CHEV	1518	0	0	[]	[]	\$ 194.00
003	1986	FORD	9900	250	500	[]	[]	\$ 459.00
004	1970	BOX	6076	0	0	[]	[]	\$ 38.00
005	1964	HM 4 WHEEL	7175	0	0	[]	[]	\$ 38.00
006	2000	SRECO	5402	0	0	[]	[]	\$ 38.00
007	1985	FORD	9001	0	0	[]	[]	\$ 263.00
008	1992	PETERBILT	5978	250	500	[]	[]	\$ 331.00
009	1984	GMC	7701	0	0	[]	[]	\$ 263.00
010	1986	HOMEMADE	6861	0	0	[]	[]	\$ 38.00
011	1979	HOMEMADE	0163	0	0	[]	[]	\$ 38.00
012	1986	CHEV	7207	0	0	[]	[]	\$ 194.00
013	1983	HOMEMADE	0643	0	0	[]	[]	\$ 38.00
014	1987	CHEV	6261	0	0	[]	[]	\$ 194.00
015	1987	GMC	9637	0	0	[]	[]	\$ 194.00
016	1985	FORD	8415	0	0	[]	[]	\$ 194.00
017	1977	CHEV	4898	0	0	[]	[]	\$ 194.00
018	1967	CEMSO	1110	0	0	[]	[]	\$ 38.00
019	1986	HOMEMADE	2826	0	0	[]	[]	\$ 38.00
020	1998	CHEVROLET	4162	0	0	[]	[]	\$ 194.00
021	1999	CHEVROLET	4535	0	0	[]	[]	\$ 194.00
022	1999	CHEVROLET	4652	0	0	[]	[]	\$ 194.00
023	1979	FORD	8527	0	0	[]	[]	\$ 299.00
024	1989	CHEVY	8445	0	0	[]	[]	\$ 201.00
025	2000	HOMEMADE	5120	0	0	[]	[]	\$ 38.00
026	1997	FORD	0670	0	0	[]	[]	\$ 194.00
027	1981	FORD	3158	0	0	[]	[]	\$ 194.00
028	1987	AMER	0461	0	0	[]	[]	\$ 255.00
029	1997	FORD	9494	0	0	[]	[]	\$ 255.00
030	1997	INT'L TYMC	5952	0	0	[]	[]	\$ 255.00
031	2004	DODGE	1214	250	500	[]	[]	\$ 477.00
032	1979	INTERNATIO	6765	0	0	[]	[]	\$ 255.00
033	2001	ISUZU	1739	0	0	[]	[]	\$ 201.00
034	1999	FORD	2851	0	0	[]	[]	\$ 194.00
035	2001	FORD	5730	0	0	[]	[]	\$ 201.00
036	2000	FORD	1627	0	0	[]	[]	\$ 263.00
037	1986	CHEVY	2603	0	0	[]	[]	\$ 194.00
038	2002	MERCURY	3967	250	500	[]	[]	\$ 307.00
039	1998	FORD	4357	0	0	[]	[]	\$ 263.00
040	2000	FORD	4818	0	0	[]	[]	\$ 263.00
041	2003	DODGE	6670	250	500	[]	[]	\$ 477.00
042	1975	AMERICAN	0835	0	0	[]	[]	\$ 383.00
043	2004	CHEVY	1886	250	500	[]	[]	\$ 328.00
044	1986	HAHN	3584	0	0	[]	[]	\$ 383.00
045	1982	AUTO CAR	4723	0	0	[]	[]	\$ 255.00
046	1990	TILT	7120	0	0	[]	[]	\$ 38.00
047	1990	LINCOLN	9929	0	0	[]	[]	\$ 38.00
048	2006	CHEVY	5987	250	500	[]	[]	\$ 280.00
049	2006	CHEVY	9613	250	500	[]	[]	\$ 280.00
050	2006	CHEVY	0578	250	500	[]	[]	\$ 280.00
051	2006	CHEVY	9894	250	500	[]	[]	\$ 280.00

Automobile Schedule

VEh#	YR#	Make	VIN	Comp. Ded.	Coll. Ded.	Rental	Towing	Premium
052	2006	DODGE	5996	250	500	[]	[]	\$ 477.00
053	2006	CHEVY	1696	250	500	[]	[]	\$ 477.00
054	2007	FORD	5334	250	500	[]	[]	\$ 477.00
055	2007	FORD	5335	250	500	[]	[]	\$ 477.00
056	2007	FORD	5336	250	500	[]	[]	\$ 477.00
057	2007	FORD	5337	250	500	[]	[]	\$ 477.00
058	2007	FORD	7931	250	500	[]	[]	\$ 477.00
059	2008	FORD	7644	250	500	[]	[]	\$ 477.00
060	2009	FORD BRUSH	2963	250	500	[]	[]	\$ 459.00
061	1999	FORD	4472	0	0	[]	[]	\$ 197.00
062	1989	FORD	0846	250	500	[]	[]	\$ 501.00
063	2004	CHEVY	6233	0	0	[]	[]	\$ 216.00
064	1994	FORD	7715	0	0	[]	[]	\$ 275.00
065	XXXX	PARKER	2141	0	0	[]	[]	\$ 38.00
066	1988	FORD	7037	0	0	[]	[]	\$ 263.00
067	1994	FORD	3559	0	0	[]	[]	\$ 197.00
068	1996	FORD	6844	0	0	[]	[]	\$ 197.00
069	1994	FORD	2886	0	0	[]	[]	\$ 197.00
070	2000	CHEVY	9565	0	0	[]	[]	\$ 208.00
071	2004	DODGE	1213	0	0	[]	[]	\$ 263.00
072	2000	FORD	1573	0	0	[]	[]	\$ 183.00
073	2004	CHEVY	8894	250	500	[]	[]	\$ 342.00
074	1992	GMC	9907	0	0	[]	[]	\$ 263.00
075	2011	FORD	5657	250	500	[]	[]	\$ 477.00
076	2011	FORD	5658	250	500	[]	[]	\$ 477.00
077	2012	FORD	4967	250	500	[]	[]	\$ 386.00
078	2012	FORD	4966	250	500	[]	[]	\$ 386.00
AUTOMOBILE TOTAL								\$ 20,386.00

Crime Schedule

Coverage	Limit	Deductible	Premium
EMPLOYEE DISHONESTY	\$ 100,000	\$	\$ 597.00
FORGERY	\$ 100,000	\$	\$ 687.00
CRIME LOSS INSIDE-MSBF	\$ 20,000	\$ 250	\$ 203.00
CRIME/LOSS OUTSIDE (MSBF)	\$ 20,000	\$ 250	\$ 150.00
BOND	\$ 100,000	\$	\$ 597.00
INSIDE ROBBERY	\$ 20,000	\$ 250	\$ 91.00
CRIME TOTAL			\$ 2,325.00

CITY OF WILLCOX
Request for Council Action

Agenda Item: 11
Tab Number: 5
Date: 01-21-2014

Date Submitted:

January 7, 2014

Date Requested:

January 21, 2014

Action:

Resolution

Ordinance

Formal

Other

Subject: Street closure
for the 23rd annual
tribute to Marty
Robbins.

To: Honorable Mayor and City Council

From: John Bowen, Director of Public Services and Works

Discussion: Juanita Buckley with Friends of Marty Robbins is requesting a street closure starting at Railroad Ave. and Haskell and ending at Maley and Railroad Ave. on 03/01/2014 starting at 8:00 am. The parade should last approximately 30 minutes. They are also requesting a closure of Stewart to Maley on 03/01/2014 and 03/02/2014 from 8:00 am until 4:00 pm.

Recommendation: Mayor and Council grant permission for the street closure for the parade and celebration

Fiscal Impact: \$0.00

Prepared By: Kate Schwartz
Kate Schwartz, Public Services and Works

Approved By: John Bowen
John Bowen, Director Public Services and Works

Approved By: Ted Softis
Ted Softis, City Manager

Street Closure Request Form

Name of Applicant

Juanita Buckley

Date of Request

12/19/13

Address

156 N. Railroad Ave.

Phone Number

520-766-1461

Event or Event Sponsor for Street Closure

23rd Annual Tribute To Honor Marty Robbins

Date(s) Requested for Street Closure

3/1 and 3/2

Times for Street Closure

8am until 4:00 pm

Street(s) to be closed - Beginning and ending points.

Start @ Railroad Ave + Hasketl end @ Maley + Railroad. Parade. 30min March 1, 2014 only parade
Then Stewart to Maley for 2 day

The applicant understands that a certificate of liability insurance for \$1,000,000 naming the City of Willcox as additionally insured must be supplied with this application in order for the request to be fully executed and processed. Additionally, the City of Willcox requests that all adjacent property owners be notified of the intent to close the street and offered an opportunity to make comments to the Mayor and City Council. Comments may be submitted to the City Clerk prior to the council meeting or may be stated in the public meeting.

Juanita Buckley
Applicant Signature

12/19/13
Date

Kate Schwarz
Received By

12/19/13
Date

PETITION TO CLOSE RAILROAD AVENUE

ON MARCH 17 2
DATE

FROM 8:00 AM TO 4:00 PM
START TIME END TIME

FOR THE PURPOSE OF 23rd ANNUAL TRIBUTE TO HONOR MARTY ROBBINS
EVENT

REX ALLEN MUSEUM, OK TO CLOSE Sandie J. Lane

WILLCOX HISTORIC THEATER, OK TO CLOSE Maria Overt

RODNEY'S, OK TO CLOSE Robyn E Brown's

FLYING LEAP, OK TO CLOSE Gynthia Freeman for Mark Bires

OLD WEST MERCANTILE, OK TO CLOSE Shea Dunning

FRIENDS OF MARTY ROBBINS, OK TO CLOSE Juanita Bueland

KEELING SCHAEFER, OK TO CLOSE Reid

GALLERY 94, OK TO CLOSE _____

BIG TX, OK TO CLOSE _____

CITY OF WILLCOX
Request for Council Action

Agenda Item: 13
Tab Number: 6
Date: 01-21-2014

Date Submitted:
Jan. 16, 2014

Date Requested:
Jan. 21, 2014

Action:
 Resolution
 Ordinance
 Formal
 Other

Subject:
Proposed Council meeting
day/time change.

To: Honorable Mayor and City Council

From: City Manager

History: From time-to-time, City Council has evaluated whether it would be beneficial to change meeting times and days. Some Council members and staff feel it would be good to again evaluate the benefit of making a change. Changing the time from 7:00 pm to an earlier time would allow staff and Council to return to their families at an earlier time and to shorten the work day.

Meeting earlier could also increase public participation. If a business closes at 5:00 pm, business owners and employees currently have to wait two hours before the meeting begins. Starting earlier may decrease the likelihood that business owners and employees decide to head home rather than to wait for two hours before the meeting to starts.

Changing the meeting day from Monday might offer some benefits. Monday's are often one of the busiest days of the week. Changing to a day later in the week may make meetings easier to prepare for and to attend. Meeting later in the week, such as on Thursday, would give staff and Council time prepare for the meeting and to rest over the weekend. Presently, there is a conflict with changing the meeting day to Thursday, so I recommend a reevaluation at a later date.

Recommendation: Change Council meeting time from 7:00 pm to 6:30 pm. Reevaluate day change at a later date.

Fiscal Impact: None

Approved By: 
Ted Soltis, City Manager

CITY OF WILLCOX, COCHISE COUNTY, ARIZONA

RESOLUTION 2013-05

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF WILLCOX, ARIZONA SETTING THE DAY AND TIME FOR THE REGULAR COUNCIL MEETINGS.

WHEREAS, the Mayor and City Council may set the regular council meeting days and times by resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA:

SECTION 1: Regular meetings of the City Council shall be held on the first and third _____ of each month; and

SECTION 2: The time of such meetings shall be 6:30 p.m.; and

SECTION 3: The Mayor is authorized and empowered to execute this Resolution as presented; and,

SECTION 4: The appropriate officials of the City are hereby authorized and directed to take all actions necessary or reasonably required to carry out the intent of this Resolution.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, this 21st day of January, 2014.

APPROVED/EXECUTED

ROBERT A. IRVIN, MAYOR

Dated: _____

ATTEST:

VIRGINIA A. MEFFORD, City Clerk

APPROVED AS TO FORM:

ANN P. ROBERTS, City Attorney

RESOLUTION 2013-05

**CITY OF WILLCOX
REQUEST FOR COUNCIL ACTION**

Agenda Item 14
Tab Number 7
Date: 01-21-2014

Date Requested:
1/15/14

Resolution
 Ordinance
 Formal
 Other

Subject: Revised and Updated Mission and Vision Statements for Elsie S. Hogan Library

TO: MAYOR AND COUNCIL

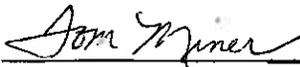
FROM: Tom Miner, Library Director, and the Public Library Advisory Committee

DISCUSSION: The PLAC members and I are recommending approval of the revised and updated Mission and Vision Statements for the Elsie S. Hogan Community Library, to be effective immediately. The need for this action is based on the recent development of a new Library 5-Year Strategic Plan. The current, approved Library General Policy allows revisions and updates to be incorporated on an "as needed" basis, and at a minimum of every two years. The Mission Statement and Vision Statement are listed as Sections 1 and 2 respectively, of the General Policy. The Mission and Vision statements reach far beyond that scope, and stand alone, encompassing the Library Website, fact sheets, briefings, presentations to various civic organizations, brochures and handouts for the general public. They need to represent the 21st Century and where we are today, as well as where we will be in the future, not what it was 20-25 years ago.

RECOMMENDATION: The City Council approve the revised and updated Mission and Vision Statements, as presented, as an update to the Library General Policy.

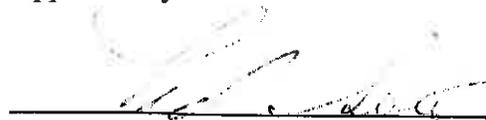
FISCAL IMPACTS: None

Submitted by:



Tom Miner, Library Director

Approved by:



Ted Soltis, City Manager

CITY OF WILLCOX, COCHISE COUNTY, ARIZONA

RESOLUTION NO: 2014-06

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, APPROVING AND ADOPTING THE MISSION AND VISION STATEMENTS PROPOSED BY THE PUBLIC LIBRARY ADVISORY COMMITTEE FOR THE ELSIE S. HOGAN COMMUNITY LIBRARY.

WHEREAS, the City of Willcox created a Public Library Advisory Committee, “PLAC”, and appointed Committee Members; and,

WHEREAS, it is the duty of the PLAC to provide advisory assistance to the City Council by establishing library goals, objectives, policy information and review, public relations, evaluation and development of local library resources for long range planning; and,

WHEREAS, the City of Willcox and the PLAC, on behalf of the Elsie S. Hogan Community Library have revised the Mission and Vision Statements; and,

WHEREAS, the PLAC desires to bring the revised Mission and Vision Statements before Mayor and Council for approval and adoption as presented herewith as Exhibit “A”; and,

WHEREAS, the Mayor and Council of the City of Willcox have determined that it is in the best interest of the City, the Library and its citizens to approve and adopt the Revised Mission and Vision Statements as presented to Mayor and Council; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, as follows:

SECTION 1: The Mayor and City Council hereby formally approve and adopt the revised Mission and Vision Statements as presented; and,

SECTION 2: City Officials and Administrators are authorized and directed to take all necessary action to implement the revised Mission and Vision statements as presented herewith as Exhibit “A”; and,

SECTION 3: The Mayor is authorized and empowered to execute this Resolution as presented.

PASSED AND ADOPTED by the Mayor and Council of the City of Willcox, Cochise County, Arizona this 21st day of January, 2014.

APPROVED/EXECUTED:

ROBERT A. IRVIN, MAYOR

ATTEST:

APPROVED AS TO FORM:

Virginia A. Mefford, City Clerk

Ann P. Roberts, City Attorney

RESOLUTION NO: 2014-06

I. MISSION STATEMENT

The Elsie S. Hogan Community Library connects people, information, and ideas to promote lifelong learning, literacy development, and community involvement to assure the best quality of life.

We accomplish our mission by striving to:

- Manage a knowledgeable, friendly, and professionally trained staff.
- Provide and maintain a current collection of materials in a wide variety of physical and electronic formats.
- Promote literacy development and a love of reading through programs, materials and services.
- Offer a community meeting space where all members can gather, interact, and participate in programs and events of public interest, study, and enjoyment.
- Promote equitable access to information and technology by providing Internet access and relevant training classes for the public.
- Collaborate and cooperate with City departments and community organizations to extend the Library's reach and community impact.
- Stay up-to-date with evolving community needs and interests by continuously adapting and evaluating our services, programs and collection.
- Invest in our staff, technology and infrastructure in order to best serve community needs.

II. VISION STATEMENT

The Elsie S. Hogan Community Library aspires to be the center of information and discovery in the community. Through innovative programming, relevant collections and responsive services, its goals are to support lifelong learning and the joy of reading, and to enrich, entertain and educate residents of all ages and cultures.

I. MISSION STATEMENT [CURRENT]

Our purpose is to provide free library service to all citizens. We attempt to fill the informational, cultural, recreational, and educational needs of our users, and to encourage non-users to use our services. We continually try to provide new ways to expand our services and provide materials, old and new, in many media.

II. VISION STATEMENT [CURRENT]

The vision of the Elsie S. Hogan Community Library is to provide literary, reference and artistic materials in a variety of formats for free use by the public and to promote the use of these materials for enrichment and enlightenment.

*******PROPOSED CHANGES*******

I. MISSION STATEMENT [PROPOSED]

The Elsie S. Hogan Community Library connects people, information, and ideas to promote lifelong learning, literacy development, and community involvement to assure the best quality of life.

We accomplish our mission by striving to:

- Manage a knowledgeable, friendly, and professionally trained staff.
- Provide and maintain a current collection of materials in a wide variety of physical and electronic formats.
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- Promote equitable access to information and technology by providing Internet access and relevant training classes for the public.
- Collaborate and cooperate with City departments and community organizations to extend the Library's reach and community impact.
- Stay up-to-date with evolving community needs and interests by continuously adapting and evaluating our services, programs and collection.
- Invest in our staff, technology and infrastructure in order to best serve community needs.

II. VISION STATEMENT [PROPOSED]

The Elsie S. Hogan Community Library aspires to be the center of information and discovery in the community. Through innovative programming, relevant collections and responsive services, its goals are to support lifelong learning and the joy of reading, and to enrich, entertain and educate residents of all ages and cultures.

CITY OF WILLCOX
ELSIE S. HOGAN COMMUNITY LIBRARY
Phone: 520/766-4250 Fax: 520/384-0126



100 North Curtis Avenue
Willcox, Arizona 85643-2150
Email: tminer@willcoxcity.org

"Yours, Mine and Ours"

Terri DeWindt, Chairperson
Kay M. Boughton, Member

Michael Honickman, Vice-Chair
Christopher D. Donahue, Member & Ex-Officio

Heidi Nuzzo, Secretary

PUBLIC LIBRARY ADVISORY COMMITTEE

1/14/14

To: Honorable Mayor and Members of the Willcox City Council

Re: Library Revised Mission and Vision Statements

Lady and Gentlemen,

By unanimous approval of the members present at our regular meeting of Jan 14, 2014, we recommend approval of the revised and updated Mission and Vision Statements of the Elsie S. Hogan Community Library. We feel the current statements, as stated in Sections one and two of the present Library General Policy, are woefully inadequate to describe the current, dynamic environment of the Library today. When asked, the Library Director advised us that the mission statement had not changed for sure in more than 20 years, and probably a lot longer.

Recently, two of our members participated in the development of a new five-year Strategic Plan for the Library, and it became crystal clear as to the direction the public wants the Library to go in the future. Technology and Information are two key elements they want from their local Library, and neither one was addressed in the old Library mission and vision statements. We feel the new updates and revisions presented to you tonight, reflect more accurately the present and future path and goals of the Library, and should remain relevant for many years to come.

Respectfully submitted,

Terri DeWindt
Chairperson
Public Library Advisory Committee



CITY OF WILLCOX
Office of the Mayor
Robert "Bob" Irvin
101 S. Railroad Avenue Suite B
Willcox, AZ 85643
(520) 384-4271 or fax (520) 384-2590

January 21, 2014

To Whom It May Concern

Re: Importation of greenhouse-grown tomato plantlets by NatureSweet from Mexico

I am writing on behalf of the City of Willcox to express support for the importation of tomato plantlets from Mexico for use in the Willcox greenhouse complex.

NatureSweet purchased the complex from Eurofresh, through the Bankruptcy Court last April. This action ensured the survival of the world's largest greenhouse complex and its 1,000 rural Arizona jobs. While Eurofresh initiated the importation effort in 2010, NatureSweet believes that USDA/APHIS approval of a rule allowing such importation from Mexico will help ensure the continued growth and economic success of its Arizona operations by providing quality tomatoes for the American consumer. It is our understanding that the only current approved source of the tomato seedlings is from Canada. This single source for use in the United States is very expensive and the long distance transport from Canada to southern Arizona results in additional costs due to plant stress and loss.

Your favorable action in adopting a rule allowing the plantlet imports from Mexico will be greatly appreciated.

Sincerely,

Robert "Bob" Irvin, Mayor
Cc City Council

**CITY OF WILLCOX
REQUEST FOR COUNCIL ACTION**

Agenda Item 16
Tab Number 9
Date: 1/21/2014

<u>Date Submitted:</u>	<u>Action:</u>	<u>Subject:</u>
January 16, 2014	<input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Formal	Financial Statements July 2013 – December 2013 (50% of Fiscal Year 2013-2014 has elapsed)

TO: MAYOR AND COUNCIL
FROM: Finance Director Ruth Graham

Discussion:

The financial reports for the period from July 1, 2013 to December 31, 2013, the first six months or 50% of Fiscal Year 2013-2014, reflect the revenues and expenses of the funds managed by the City, including the General Fund, HURF (the Streets Fund), Grants, Special Revenue Grants, Debt Service, Capital Improvements, Gas, Water, Sewer and Refuse (Solid Waste), as well as the Fiduciary (or trust) funds managed by the City for the Magistrate Court and the Firemen's Pension Fund.

The Revenues, Expenses and Fund Balances report is on a modified-accrual basis that includes adjustments for accrued revenues and expenses. The report is arranged in columns showing:

- 1) Fund Number,
- 2) Fund Name,
- 3) 7/1/13 Opening Balance,
- 4) Revenues (YTD net of transfers),
- 5) Interfund Transfers in and out,
- 6) Expenses (YTD net of transfers),
- 7) 12/31/14 fund balance, and
- 8) Change in Fund Balance (YTD) with reductions shown in parentheses.

The General Fund shows a use of fund balance (or use of savings) of \$207,751. Revenues in excess of expenses generate a source of funds; expenses in excess of revenues require the use of funds. For the Fiscal Year 2012-2013, General Fund operations represented a source of fund of \$95,910. For Fiscal Year 2011-2012 the General Fund operations required use of fund balance of \$152,623. For FY 2010-2011, use of fund balance totaled \$207,931.

The General Fund Revenue pages show the detailed receipts by account.

The City Sales Tax (FY14 Adjusted) chart shows gross sales tax revenues by month for the years 2005-2014 year to date. The chart includes a smoothing of revenues received in August 2011 when the City received a one-time payment of \$150,000 from a single taxpayer. The Total column on the right includes the year to date revenues as well as the budgeted revenues for the year. The % Budget line for represents actual revenues divided by budgeted revenues. The Average % Received line analyzes where we would

expect to be at this time of year based on past years' receipts. The Budgeted Distribution block shows the distribution of the City Sales Tax Revenues. Bed tax revenues are included in the gross transaction privilege tax receipts; after allocation of the bed tax, 2% of the revenues are allocated to General Fund, and 1% to Streets.

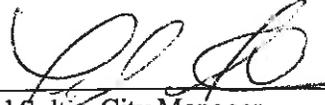
On November 4, 2013, the Mayor and Council approved the City assuming operations of the Twin Lakes Golf Course. An income statement highlighting the Golf Course operations and capital purchases for the period from November 5, 2013 to December 31, 2013 is shown. The operating income totaled \$7,891 and the operating expenses totaled \$20,949; capital purchases totaled \$89,834.

Submitted by:



Ruth Graham, Finance Director

Approved:



Ted Soltis, City Manager

City of Willcox Fiscal Year 2013-2014
Revenues, Expenses and Fund Balances at December 31, 2013 (50% of Fiscal Year has elapsed)

Fund Number	Fund Name	7/1/13 Balance	FY14 YTD Revenues	Inter-fund Transfers		FY14 YTD Expenses	12/31/14 Ending Balance	FY14 YTD Fund Bal. Change	
				In	Out				
10	General Fund	\$ 1,943,612	\$ 1,397,087	A \$ 278,952	D -	\$ 1,922,082	\$ 1,735,861	\$ (207,751)	
				H \$ -	F \$ 50,758				
				J \$ 93,476	I \$ 4,426				
15	Streets/Hwy User Rev. Fund (HURF)	\$ 469,997	\$ 437,391		G \$ 33,624	\$ 303,132	\$ 570,632	\$ 100,635	
85	Streets/Hwy User Capital Fund	\$ -	\$ -	G See Note		\$ -	\$ -	\$ -	
16	Grants	\$ -	\$ 13,946			\$ 30,383	\$ (16,437)	\$ (16,437)	
17	Special Rev Grants	\$ 90,835	\$ 8,321	D \$ -		\$ 27,013	\$ 72,143	\$ (18,692)	
20	Debt Service	\$ 161,916	\$ 82,966			\$ 158,969	\$ 85,913	\$ (76,003)	
21	General Fund Capital Improvements	\$ 43,588	\$ 13	I \$ 4,426		\$ 5,846	\$ 43,587	\$ 13	
				K \$ 1,419					
22	Repair & Demolition	\$ -	\$ -	F \$ 50,758		\$ 50,758	\$ -	\$ -	
A	Utilities transfers to General Fund								
B	Enterprise Capital Funds funded through use of fund balance, revenues.								
C	Sewer plant grant revenue								
D	Fireworks transfer from General Fund to Fund 17, \$3,500 budgeted								
E	Grant revenues includes allowance for grant funds that may be applied for in FY14								
F	Contribution to Willcox Cares for partial demolition								
G	Streets Capital Purchases (Leases) and Street Construction/Improvement Costs of \$65,836 shown in Fund 15								
H	Solid Waste transfer to repay General Fund Operating Advances, \$35,799 budgeted								
I	General Fund transfers to General Fund Capital Improvements Fund								
J	Balance of proceeds from sale of land in Industrial Park								
K	Library improvements; USDA-RD Grant funds application for reimbursement will be made								

**City of Willcox Fiscal Year 2013-2014
Revenues, Expenses and Fund Balances at December 31, 2013 (50% of Fiscal Year has elapsed)**

Fund Number	Fund Name	7/1/13 Balance	FY14 YTD Revenues	Inter-fund Transfers		FY14 YTD Expenses	12/31/14 Ending Balance	FY14 YTD Fund Bal. Change
				In	Out			
50	Gas - Operating	\$ 1,027,885	\$ 337,651	A \$ 108,000 B \$ -		\$ 206,679	\$ 1,050,857	\$ 22,972
80	Gas - Capital	\$ -		B \$ -		\$ -	\$ -	\$ -
51	Water	\$ 1,483,667	\$ 324,281	A \$ 58,026 B \$ -		\$ 208,180	\$ 1,541,742	\$ 58,075
81	Water - Capital	\$ -		B \$ -		\$ -	\$ -	\$ -
52	Sewer	\$ 1,005,233	\$ 400,206 \$ 93,476	A \$ 60,744 B \$ - C		\$ 351,221	\$ 1,086,950	\$ 81,717
82	Sewer - Capital	\$ -	\$ -	B \$ -		\$ -	\$ -	\$ -
53	Refuse	\$ 38,458	\$ 340,422	A \$ 52,182 H \$ -		\$ 253,488	\$ 73,210	\$ 34,752
	Total Oper/Capital	\$ 6,265,191	\$ 3,529,236	\$ 335,555		\$ 3,517,751	\$ 6,244,458	\$ (20,719)
61-72	Fiduciary Funds:							
61	Magistrate Court Trust Fund	\$ 1,299	\$ 6,389			\$ 4,123	\$ 3,565	\$ 2,266
72	Firemen's Pension Trust Fund	\$ 234,337	\$ 1,762			\$ -	\$ 236,099	\$ 1,762
	Total All Funds	\$ 6,500,827	\$ 3,537,387	\$ 335,555		\$ 3,521,874	\$ 6,484,122	\$ (16,691)

CITY OF WILLCOX
REVENUES & EXPENDITURES COMPARED TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED/ UNEXPENDED	PCNT
<u>TAXES</u>					
10-31-10000 CITY SALES TAX-2%	127,082.02	680,881.95	1,562,350.00	881,468.05	43.6
10-31-30000 PRIMARY TAX LEVY	14,621.10	37,641.81	72,404.00	34,762.19	52.0
10-31-40000 LAW AGENCY TAX	.00	632.07	725.00	92.93	87.2
10-31-50000 ROOM OCCUPANCY TAX	.00	53,698.00	160,000.00	106,302.00	33.6
TOTAL TAXES	141,703.12	772,853.83	1,795,479.00	1,022,825.17	43.0
<u>LICENSES & PERMITS</u>					
10-32-10000 ELECTRICAL SERVICE FRANCHISE	17,646.25	51,021.52	125,000.00	73,978.48	40.8
10-32-20000 CABLE TV FRANCHISE	3,227.22	8,030.84	9,000.00	969.16	89.2
10-32-25000 USE OF RIGHT AWAY LICENSE	.00	8,873.50	.00	(8,673.50)	.0
10-32-30000 LIQUOR LICENSE	2,025.00	2,025.00	2,000.00	(25.00)	101.3
10-32-35000 CITY UTILITY LICENSE	10,317.59	50,269.82	134,000.00	83,730.18	37.5
10-32-40000 REFUSE HAULER LICENSE	2,763.75	8,336.19	16,000.00	7,663.81	52.1
10-32-50000 DOG LICENSE	65.00	65.00	150.00	85.00	43.3
10-32-60000 BUILDING PERMIT	3,724.88	13,142.05	50,000.00	36,857.95	26.3
10-32-80000 BUSINESS LICENSE	1,139.00	1,947.00	9,000.00	7,053.00	21.6
TOTAL LICENSES & PERMITS	40,908.69	143,510.92	345,150.00	201,639.08	41.6
<u>INTERGOVERNMENTAL</u>					
10-33-10000 STATE SALES TAX	25,796.36	128,538.45	324,633.00	196,094.55	39.6
10-33-20000 AUTO LIEU TAX	11,690.56	67,844.18	172,757.00	104,912.82	39.3
10-33-30000 STATE REVENUE SHARING	34,929.19	209,575.14	419,149.00	209,573.86	50.0
TOTAL INTERGOVERNMENTAL	72,416.11	405,957.77	916,539.00	510,581.23	44.3
<u>APPROPRIATIONS</u>					
10-37-50000 FUND BALANCE APPROPRIATIONS	.00	.00	928,846.00	928,846.00	.0
TOTAL APPROPRIATIONS	.00	.00	928,846.00	928,846.00	.0
<u>NON-OPERATING</u>					
10-38-75200 CHARGES FROM GAS	18,000.00	108,000.00	215,995.00	107,995.00	50.0
10-38-75300 CHARGES FROM WATER	9,671.00	58,026.00	116,053.00	58,027.00	50.0
10-38-75400 CHARGES FROM SEWER	10,124.00	60,744.00	121,485.00	60,741.00	50.0
10-38-75500 CHARGES FROM SOLID WASTE	8,697.00	52,182.00	104,367.00	52,185.00	50.0
TOTAL NON-OPERATING	46,492.00	278,952.00	557,900.00	278,948.00	50.0

CITY OF WILLCOX
REVENUES & EXPENDITURES COMPARED TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2013

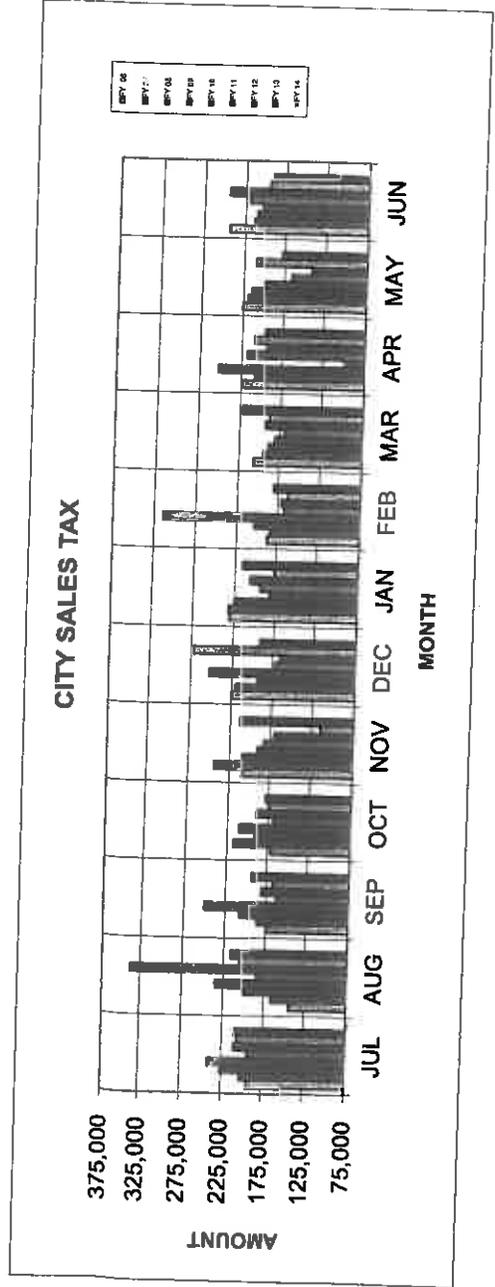
		GENERAL FUND			UNEARNED/ UNEXPENDED	PCNT
		PERIOD ACTUAL	YTD ACTUAL	BUDGET		
<u>OTHER INCOME</u>						
10-39-10100	GREENS FEES	1,635.50	2,276.00	.00	(2,276.00)	.0
10-39-10125	DRIVING RANGE FEES	135.00	184.51	.00	(184.51)	.0
10-39-10150	CART RENTALS	1,417.50	1,973.50	.00	(1,973.50)	.0
10-39-10175	MEMBERSHIP FEES	1,010.00	1,085.00	.00	(1,085.00)	.0
10-39-10200	PRO SHOP SALES	413.33	414.33	.00	(414.33)	.0
10-39-10210	COUPON & GIFT CERT REVENUE	25.00	25.00	.00	(25.00)	.0
10-39-10250	LIQUOR SALES	690.50	967.50	.00	(967.50)	.0
10-39-10260	FOOD & SODA SALES	670.94	956.70	.00	(956.70)	.0
10-39-10270	TOURNAMENT PLAY REVENUE	5.00	5.00	.00	(5.00)	.0
10-39-10280	EQUIPMENT RENTAL	3.00	3.00	.00	(3.00)	.0
10-39-20100	COURT FINES	677.88	1,580.23	1,000.00	(580.23)	158.0
10-39-20200	LIBRARY FINES, FORFEITS	374.46	2,745.60	5,500.00	2,754.40	49.9
10-39-30000	CEMETERY	3,977.75	14,311.39	18,000.00	3,688.61	79.5
10-39-40000	REIMBURSEMENT FOR SERVICES	.00	.00	37,018.00	37,018.00	.0
10-39-40500	QUAIL PARK REVENUE	125.00	400.00	2,000.00	1,600.00	20.0
10-39-60200	RENT - COMMUNITY CENTER	100.00	1,790.00	6,000.00	4,210.00	29.8
10-39-60300	UTILITY REIMB-CITY FACILITIES	1,300.00	3,000.00	1,030.00	(1,970.00)	291.3
10-39-60400	RENT - SEACAP	(600.00)	.00	3,600.00	3,600.00	.0
10-39-80100	INTEREST INCOME	.00	7,331.53	16,607.00	9,275.47	44.2
10-39-80200	SWIMMING POOL	.00	3,511.85	13,000.00	9,488.15	27.0
10-39-80300	HUMANE IMPOUND FEES	.00	1,608.00	1,200.00	(408.00)	134.0
10-39-90500	ALARM FEE	.00	10.00	.00	(10.00)	.0
10-39-90800	PUBLIC RECORDS REQUESTS	1.50	227.37	300.00	72.63	75.8
10-39-91100	SALE OF CITY OWNED ASSETS	.00	93,475.85	.00	(93,475.85)	.0
10-39-91700	COUNTY HUMANE CONTRIBUTION	28,668.94	28,668.94	28,669.00	.06	100.0
10-39-93000	COURT FINES-POLICE RESTITUTION	.00	225.00	.00	(225.00)	.0
10-39-96000	SOLID WASTE LOAN REPAYMENT	.00	.00	35,799.00	35,799.00	.0
10-39-99900	MISCELLANEOUS RECEIPTS	.50	1,464.22	40,200.00	38,735.78	3.6
TOTAL OTHER INCOME		40,631.80	168,240.52	209,923.00	41,682.48	80.1
TOTAL FUND REVENUE		342,151.72	1,769,515.04	4,753,837.00	2,984,321.96	37.2

FY 2013-2014 REVENUE ANALYSIS, 10 YEAR COMPARISON CITY SALES TAX

	JUL 1	AUG 2	SEP 3	OCT 4	NOV 5	DEC 6	JAN 7	FEB 8	MAR 9	APR 10	MAY 11	JUN 12	TOTAL
FY 05	168,013	183,504	154,754	154,469	160,110	141,338	154,907	152,582	110,850	178,844	150,068	161,654	\$ 1,871,093
% ACTUAL	9%	19%	27%	35%	44%	51%	60%	68%	74%	83%	91%	100%	
FY 06	193,896	143,339	173,142	171,901	208,794	224,179	230,275	186,889	205,698	222,916	225,015	243,549	\$ 2,429,593
% ACTUAL	8%	14%	21%	28%	37%	46%	55%	63%	72%	81%	90%	100%	
FY 07	202,743	165,765	186,262	216,547	242,925	219,633	231,558	183,483	194,169	206,918	218,263	213,479	\$ 2,481,745
% ACTUAL	8%	15%	22%	31%	41%	50%	59%	66%	74%	83%	91%	100%	
FY 08	226,135	199,426	206,086	190,555	209,137	193,394	224,737	203,483	188,181	252,298	213,351	209,987	\$ 2,516,769
% ACTUAL	9%	17%	25%	33%	41%	49%	58%	66%	73%	83%	92%	100%	
FY 09	241,222	233,929	249,889	209,366	191,160	252,520	181,257	313,856	180,737	98,680	198,186	203,912	\$ 2,554,713
% ACTUAL	9%	19%	28%	37%	44%	54%	61%	73%	80%	84%	92%	100%	
FY 10	193,688	184,506	162,446	168,042	182,805	171,565	193,292	166,484	169,312	217,453	166,070	219,163	\$ 2,194,826
% ACTUAL	9%	17%	25%	32%	41%	48%	57%	65%	73%	82%	90%	100%	
FY 11	210,485	336,293	180,741	188,681	170,387	165,299	205,760	170,540	192,588	193,598	140,665	243,983	\$ 2,399,019
% ACTUAL	9%	23%	30%	38%	45%	52%	61%	68%	76%	84%	90%	100%	See note below
FY 12	206,815	204,379	167,071	173,708	114,454	271,942	175,746	161,979	187,513	208,225	209,202	195,304	\$ 2,276,339
% BUDGET	9%	18%	33%	33%	38%	50%	58%	65%	73%	82%	91%	100%	
FY 13	209,169	216,378	192,991	178,413	212,379	191,505	215,912	179,662	221,333	196,177	178,096	189,971	\$ 2,381,986
% BUDGET	9%	18%	26%	33%	42%	50%	59%	67%	76%	85%	92%	100%	
FY 14	175,576	200,822	168,479	169,705	177,658	190,623	179,658	179,658	179,658	179,658	179,658	179,658	\$ 1,082,862
% BUDGET	7%	15%	22%	29%	36%	43%	43%	43%	43%	43%	43%	43%	\$ 2,495,186
AVG %	9%	17%	26%	33%	41%	49%	57%	64%	71%	79%	86%	94%	
RECVD													

Budgeted		YTD
Distribution:		Rec'd:
Fund 10: General		
City Sales 2%		
10-31-10000	\$ 1,562,350	686,109
Bed Tax		
10-31-50000	\$ 160,000	53,698
Fund 15: Streets		
15-39-71100	\$ 772,836	343,055
	\$ 2,495,186	1,082,862
Over(Under)		
Budget		\$(1,412,324)

NOTE: August 2010 includes collection of prior year taxes in the amount of \$146,093



CITY OF WILLCOX
TWIN LAKES GOLF COURSE
11/5/2013 TO 12/31/2013

INCOME	DESCRIPTION	AMOUNT
10-39-10100	GREENS FEES	\$ 2,276.00
10-39-10125	DRIVING RANGE FEES	\$ 184.51
10-39-10150	CART RENTALS	\$ 1,973.50
10-39-10175	MEMBERSHIP FEES	\$ 1,085.00
10-39-10200	PRO SHOP SALES	\$ 414.33
10-39-10210	COUPON & GIFT CERT REVENUE	\$ 25.00
10-39-10250	LIQUOR SALES	\$ 967.50
10-39-10260	FOOD & SODA SALES	\$ 956.70
10-39-10270	TOURNAMENT PLAY REVENUE	\$ 5.00
10-39-10280	EQUIPMENT RENTAL	\$ 3.00
	GOLF COURSE INCOME	<u>\$ 7,890.54</u>
10-463-1101	SALARIES	\$ 7,784.79
10-463-1201	INDUSTRIAL INSURANCE	\$ 282.99
10-463-1202	MEDICAL INSURANCE	\$ 898.30
10-463-1203	FICA	\$ 576.59
10-463-1204	ARS	\$ 743.07
10-463-1205	UNEMPLOYMENT	\$ 150.12
10-463-1207	LIFE INSURANCE	\$ 17.82
10-463-1208	HEALTH REIMB ALLOWANCE	\$ 110.83
10-463-1209	BENEFITS FEES	\$ 27.70
10-463-2103	AGRICULTURAL	\$ 72.29
10-463-2104	CLEANING & CHEMICAL	\$ 7.09
10-463-2113	PIPE AND FITTINGS	\$ 113.99
10-463-2115	EQUIPMENT REPAIR/MAINTENANCE	\$ 2,639.34
10-463-2190	OTHER SUPPLIES AND MATERIALS	\$ 1,862.86
10-463-2402	TELEPHONE/INTERNET	\$ 173.12
10-463-2404	UTILITIES	\$ 484.25
10-463-2700	TRAVEL & TRAINING	\$ 99.75
10-463-2703	DRUG TESTING	\$ 215.00
10-463-2802	FORT GRANT CONTRACT	\$ 2,631.57
10-463-9301	LIQUOR PURCHASES	\$ 290.95
10-463-9601	ADVERTISING	\$ 106.25
10-463-9690	MISC EXPENSE	\$ 1,544.56
10-463-9691	OVER/SHORT - GOLF COURSE	\$ 116.05
	GOLF COURSE OPERATIONS	<u>\$ 20,949.28</u>
10-463-9901	CAPITAL PURCHASES	<u>\$ 89,833.55</u>
	TOTAL EXPENDITURES	<u>\$ 110,782.83</u>
	NET REVENUE(EXPENSE)	<u>\$ (102,892.29)</u>