

**THE MINUTES OF THE REGULAR MEETING OF THE MAYOR AND  
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ  
HELD ON THIS 2ND DAY OF MARCH 2017**

**CALL TO ORDER** - Mayor Michael Laws called the meeting to order at 6:30 p.m.

**ROLL CALL** - City Clerk Crystal Hadfield called the roll.

**PRESENT**

Mayor Michael J. Laws  
Vice Mayor Terry Rowden  
Councilman Gerald "Sam" Lindsey  
Councilman Robert A. Irvin  
Councilman Elwood A. Johnson  
Councilman Timothy A. Bowlby  
Councilwoman Rachel D. Garza

**STAFF**

City Manager Ted Soltis  
City Attorney Ann P. Roberts  
Finance Director/City Clerk Crystal Hadfield  
Public Safety Director Jose Rios

**PLEDGE OF ALLEGIANCE TO THE FLAG** - Led by Mayor Laws

**CALL TO THE PUBLIC** - None

**DECLARATION ON CONFLICT OF INTEREST** - None

**ADOPTION OF THE AGENDA**

**MOTION:** Councilmember Bowlby made a motion to adopt the agenda as presented.

**SECONDED:** Councilmember Irvin seconded the motion.

**MOTION CARRIED**

**APPROVE THE FEBRUARY 16, 2017 COUNCIL MEETING MINUTES**

**MOTION:** Councilmember Lindsey made a motion to approve the February 16, 2017 Council meeting minutes.

**SECONDED:** Vice Mayor Rowden seconded the motion.

**DISCUSSION:** Councilmember Garza asked John Cropper for clarification on his presentation as to whether vehicles are coming from the east or west. John Cropper stated both, and Mayor Laws provided statistics regarding the overpass.

**MOTION CARRIED**

**NAMI SOUTHEASTERN ARIZONA CERTIFICATE OF APPRECIATION AWARD – PAT ROGERS**

Patricia Rogers awarded the NAMI Southeastern Arizona Certificate of Appreciation Award. She provided a brief explanation of several of the programs provided by NAMI. She thanked Willcox for their support and for raising awareness.

**RESOLUTION 2017-03 – A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION FOR THE GILA RIVER INDIAN COMMUNITY STATE-SHARED REVENUE PROGRAM FUNDS**

**MOTION:** Vice Mayor Rowden made a motion to approve Resolution 2017-03.

**SECONDED:** Councilmember Bowlby seconded the motion.

**MOTION CARRIED**

**RESOLUTION 2017-04 – A RESOLUTION APPROVING A DISPATCH SERVICES AGREEMENT WITH SUNSITES-PEARCE FIRE DISTRICT**

**MOTION:** Councilmember Bowlby made a motion to approve Resolution 2017-04.

**SECONDED:** Vice Mayor Rowden seconded the motion.

**DISCUSSION:** Vice Mayor Rowden asked for clarification that this will be revenue coming into the City without any financial burden. Chief Rios stated that is correct.

**MOTION CARRIED**

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**RESOLUTION 2017-05 – CONSIDERATION AND POSSIBLE ADOPTION OF A RESOLUTION APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF A GROUND LEASE AND CITY LEASES, APPROVING THE EXECUTION AND DELIVERY BY WILLCOX MUNICIPAL PROPERTY CORPORATION OF SUCH GROUND LEASE AND CITY LEASES AND THE GOVERNMENT DOCUMENTS (AS SUCH TERM IS DEFINED THEREIN), THE NEGOTIATION OF NOTES TO THE UNITED STATES GOVERNMENT, ACTING THROUGH RURAL UTILITIES SERVICE, UNITED STATES DEPARTMENT OF AGRICULTURE; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY SUCH GROUND LEASE, CITY LEASES AND GOVERNMENT DOCUMENTS AND THIS RESOLUTION AND DECLARING AN EMERGENCY**

**MOTION:** Councilmember Bowlby made a motion to approve Resolution 2017-05.

**SECONDED:** Vice Mayor Rowden seconded the motion.

**DISCUSSION:** Councilmember Lindsey requested clarification on the purpose of some of the language in the resolution. The City Manager, City Attorney and Councilmember Bowlby provided explanations. Councilmember Garza then asked what land is being referred to in the lease. Soltis stated that it is the land under the current plant.

**MOTION CARRIED**

**FISCAL YEAR 2016 AUDIT REPORT PRESENTATION – ROBYN SIBLEY**

Robyn Sibley of Hinton Burdick provided a PowerPoint Presentation of the 2016 Audit Report. Sibley gave a brief description of the General Government and Enterprise Funds. Councilmember Lindsey asked what the one major issue was. Sibley stated that there were no compliance issues and then she explained audit adjustments and the degree of adjustments. She stated that a finding was a lesser degree than a material weakness. She then stated that staff continues to review adjustments and implement them for future years. Councilmember Garza asked if the recommendations are in policy/procedure or in finance. Sibley explained that they can be in both and then she gave an example of an adjustment after asked by City Manager Soltis. Sibley then thanked the Council for the opportunity to audit the City. She also thanked staff for having everything prepared for the audit.

**2<sup>nd</sup> QUARTER FINANCIAL REPORT – CRYSTAL HADFIELD**

Crystal Hadfield gave an overview of the 2<sup>nd</sup> Quarter Financials for FY16/17 by fund.

**CITY MANAGER REPORT**

- City Manager Soltis commented on the audit. He stated that the purpose of capital reserve funds is for capital expenditures. He stated that last year City crews replaced residential gas and water meters. This year City crews are replacing commercial water and gas meters. Meter replacement is an appropriate use of capital reserve funds. He went on to explain that day-to-day expenditures would not be.
- Soltis reported that ADOT completed a study on Rex Allen Dr. and Haskell Ave. sidewalks. They estimate that it will be \$3 million to complete the project. Soltis then said that if funding is available, ADOT is looking at a design phase for FY18 and construction in FY19. Soltis stated that there may be funds available to work on sidewalks; however, he is concerned about the future if ADOT tries to turn the sidewalks over to the City, causing a future financial burden. Soltis also expressed concern over current and future drainage issues associated with the sidewalks and streets.
- Soltis reported that he along with Councilmember Irvin, the Benson City Manager, and the Benson Visitor Center Manager had a meeting regarding the train setup in the Visitor Center in Benson. This is something we are looking into for City Hall and would be paid for through grant funding.
- Soltis reported that the carnival that was here last weekend donated \$2,400 to the City. Soltis stated that the funds will be used for the Keiller Park slide project. Donations for the project can also be made through the City's PayPal link. Soltis then stated that the City is also looking for grants to help pay for the playground equipment.
- Soltis reported that the Keiller Park Trail Grant has been submitted and he will keep Council updated on the progress.
- Soltis reported that at least one of the bleachers has been installed and placed in Keiller Park. He suggested Council take a look, as they are nice, safe bleachers.
- Mayor Laws asked for an update on the transportation van. Soltis stated that he will have the organization give an update to Council at a later date.

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

Councilmember Irvin stated that former Councilmember Nigh passed away a week ago. He stated that there were no services and that Mr. Nigh served Council well.

Councilmember Garza thanked NAMI for showing appreciation. Garza reported that WASA will have a retreat next month. She also attended a meeting with Vice Mayor Rowden regarding how the school board plans to grade our schools. She stated that the schools are being compared to other schools. Garza then thanked the carnival for the \$2,400 donation. Garza then stated that she was disappointed in the carnival pricing. Garza then gave a report on the slide. She stated that the goal of \$30,000 seems high and may or may not happen; however, she is dreaming big. Garza also mentioned that we will receive some assistance from the Middle School Student Council. Garza noted that the article in Range News regarding the trail was very positive. Garza also thanked the Willcox Police Department for continuing to monitor the school zone traffic.

Vice Mayor Rowden stated that she is continuing to attend the School District Site Committee meetings. Rowden then stated that it is not fair to compare our school to other schools and that the City is in a marriage with the schools and that good education attracts people to our City.

Mayor Laws encouraged everyone to go to visit the new NAPA building and that it looks good with the work that has been done. Laws stated that the City needs to stay on top of ADOT concerning the sidewalks. Laws also said that the new owners of DOCs and the hotel on Rex Allen Dr. (Formerly Travelodge) have been doing work on the buildings. Vice Mayor Rowden stated that the hotel will be open April 1<sup>st</sup> under the Quality Inn franchise. Laws also expressed sadness about former Councilmember Nigh's passing.

**ADJOURN**

With no further business before the Mayor and Council, the meeting was adjourned at 7:20 p.m. by Mayor Laws.

**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 2<sup>nd</sup> day of March 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

**Dated this 2<sup>nd</sup> day of March 2017**

  
\_\_\_\_\_  
City Clerk Crystal L. Hadfield

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of March 2017.

  
\_\_\_\_\_  
Mayor Michael J. Laws

**ATTEST:**

  
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City Clerk Crystal Hadfield