

**THE MINUTES OF THE REGULAR MEETING OF THE MAYOR AND
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ
HELD ON THIS 21ST DAY OF DECEMBER 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 "Woody" A. Johnson
~~Councilman Timothy A. Bowlby~~
Councilwoman Rachel D. Garza

STAFF

City Manager Ted Soltis
Finance Director/City Clerk Crystal Hadfield
Public Safety Director Jose Rios
Development Services Director Jeff Stoddard

ABSENT

Councilman Timothy A. Bowlby - Excused

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 Lindsey made a motion to adopt the agenda as presented.

SECONDED: Vice Mayor Rowden seconded the motion.

MOTION CARRIED

APPROVE THE NOVEMBER 16, 2017 COUNCIL MEETING MINUTES

MOTION: Vice Mayor Rowden made a motion to approve the November 16, 2017 Council meeting minutes.

SECONDED: Councilmember Irvin seconded the motion.

MOTION CARRIED

APPROVE THE QUARTERBACK CLUB SPECIAL EVENT LICENSE APPLICATION FOR AN EVENT TO BE HELD ON DECEMBER 31ST AT THE COUNTRY SPUR LOCATED AT 115 S. HASKELL AVENUE

MOTION: Councilmember Johnson made a motion to approve a special event license application for an event to be held on December 31st.

SECONDED: Vice Mayor Rowden seconded the motion.

DISCUSSION: Vice Mayor Rowden asked who the licensed vendor is. Public Safety Director Rios said that Jeff Willey owns the Country Spur. Councilmember Garza asked why the application says the Quarterback Club. Rios explained that they are a non-profit only doing the serving of alcohol. Councilmember Garza mentioned that there was a typo on the council action form: it says the 21st instead of the 31st. Councilmember Lindsey read there were two security personnel on the action form and three on the application. Rios explained that the application requires two security personnel if there are 200 or more people. There will be two Arizona Rangers present and the application should read two rather than three.

MOTION CARRIED

ANNUAL NATURAL GAS PRESENTATION: MARIO LUNA

Mario Luna presented the annual natural gas presentation. He discussed examples of natural gas emergencies and what can be done to prevent them. Chuck Broeder, from the audience, had a question regarding the recent gas leak and evacuation of students at the middle school and the notification of the press. Luna explained that we are required to inform the state and the feds and follow federal mandates. Councilmember Garza mentioned that the recent gas leak was a learning experience and procedures have now been improved. Luna also explained that if there is a danger in an area, then the police and fire departments evacuate those affected. Broeder then asked about gas service at a new business where the heat hasn't been turned on yet. Luna explained that we are governed by federal laws and we

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are trying to create a safe system. Councilmember Garza inquired about the gas explosion in Phoenix and Luna replied that the incident is still under investigation. Garza asked if Phoenix has the same kind of inspector and requirements that we have. Luna replied that yes, gas is always governed by the federal government.

CITY MANAGER REPORT

- City Manager Soltis said that the Christmas lighted parade was great this year and staff did a fantastic job of setting up the lights. Soltis said that the lights were possible due to generous donations: SSVEC donated \$800, VTC donated \$750, Western Bank donated \$500, and the Chamber of Commerce donated \$3,500. The City matched the donations. Next year we will finish replacing the garland and lights on the Haskell Avenue fixtures.
- Soltis said that the lighting project for the police department is under way and will hopefully be done soon. If funding allows, we will replace the exterior building lighting with LED fixtures.
- Soltis, along with the Mayor, recently went to southern Arizona and had a get together with Governor Ducey. It was a good meeting.
- Soltis said that there will be an update on the waste water treatment plant on the January 18 meeting. Srikanth, from Wilson Engineers, will give a presentation.
- The new fire truck is in production and is expected to be here in February.
- Soltis said that the animal shelter renovation is coming along. Jeff Stoddard described the refurb that is taking place. Soltis stated that we are working in conjunction with the County and the interior is being paid for with the generous donations received.
- Soltis stated that the Keiller Park trail grant was approved and once we receive the official okay on funding, work will begin.
- Soltis said that there is no new information on the ADOT sidewalk grant at this time.

COMMENTS NOT FOR DISCUSSION FROM MAYOR AND COUNCIL MEMBERS

Councilmember Johnson wished everyone Happy Holidays.

Councilmember Irvin wished everyone a Merry Christmas and Happy New Year. A lot has taken place and he appreciates everyone's hard work.

Councilmember Lindsey is sorry he missed the City Christmas party and he wished everyone a Merry Christmas.

Vice Mayor Rowden gave compliments to Public Works for the Christmas decorations. Rowden gave kudos to the City Manager for making the new lighting happen. Rowden is optimistic about the future of Willcox and she hopes that next year is even better. Rowden then complimented the city for all of their clean-up efforts. Rowden complimented the efforts at the humane shelter and said that it is looking so much better. Rowden said that the Christmas party for the City was great and it was a fun time to share with employees. Rowden then wished everyone a Merry Christmas and a Happy New Year.

Councilmember Garza wished everyone a Merry Christmas and hopes everyone has a prosperous New Year. Garza said that a lot has been accomplished and we need to push forward next year as well.

Mayor Laws said that the Christmas party was great. He gave kudos to Jeff Stoddard for his work with the Salvation Army. Laws encouraged everyone to go to the waste water treatment plant to see the progress that is taking place. He congratulated Council and said that they are a Council of growth and the accomplishments achieved couldn't have been done without them. Laws thanked the City employees for their efforts. Laws congratulated Cheryl Moss for being awarded Citizen of the Year. Laws wished everyone a Merry Christmas and a prosperous New Year. Laws then showed the AZ League publication, Cities and Towns Magazine, in which Willcox's City Hall was featured in a full page ad.

ADJOURN

MOTION: Vice Mayor Rowden made a motion to adjourn the meeting with no further business at 7:11 p.m.

SECONDED: Councilmember Garza seconded the motion.

MOTION CARRIED

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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 21st day of December 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 21st day of December 2017

City Clerk Crystal L. Hadfield

PASSED, APPROVED AND ADOPTED this 4th day of January 2018.

Mayor Michael J. Laws

ATTEST:

City Clerk Crystal L. Hadfield

CITY OF WILLCOX
Request for Council Action

Agenda Item: 9
Tab Number: 2

Meeting Date:
January 04, 2018

Action:
 Resolution
 Ordinance
 Other

Subject:
AMRRP Policy Renewal

To: Mayor and City Council

From: Finance Director/City Clerk Crystal Hadfield

Discussion: The City participates in the Arizona Municipal Risk Retention Pool (AMRRP or the Pool) for liability and worker's compensation coverage. 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, 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 \$139,393.00. After a complete evaluation of inventory with deletions and additions, our premium will slightly decrease by \$943.00 from last calendar year.


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 \$10,364 which is a decrease of \$1,485.00 from last year.

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 Arizona Municipal Risk Retention Pool Liability policy No. AM40132018, and the Excess Liability Declarations policy No. AE40132018 as presented.

Fiscal Impact: \$149,757.00

Submitted by: 
Crystal Hadfield, Finance Director/City Clerk

Approved by: 
Ted Soltis, City Manager



ARIZONA MUNICIPAL RISK RETENTION POOL COMMON COVERAGES DECLARATIONS

Agreement # 2000261-1
Replaces Agreement # AM40132017

THIS DECLARATIONS PAGE AND THE ATTACHED APPLICATION FOR INSURANCE COMPLETE THIS COVERAGE.

Item 1. NAMED MEMBER AND MAILING ADDRESS:

Willcox, City Of
101 S Railroad Ave Ste B
Willcox, AZ 85643

Item 2. CONTINUOUS COVERAGE PERIOD EFFECTIVE:

12:01 A.M. Standard Time at Mailing Address
on Common Coverage Declarations

Rating Period From: 01/01/2018 To: 01/01/2019

Item 3. THE COVERED MEMBER IS: Municipality

Item 4. SCHEDULE OF COVERAGES:

IN RETURN FOR THE PAYMENT OF MEMBERSHIP FEES, THE POOL AGREES TO PROVIDE THE MEMBER WITH THE FOLLOWING COVERAGES FOR WHICH A MEMBERSHIP FEE IS SHOWN, SUBJECT TO ALL THE TERMS AND CONDITIONS OF THE POOL'S MEMBERSHIP AGREEMENT AND THE APPLICABLE COVERAGE AGREEMENTS AND ENDORSEMENTS:

<u>Coverages</u>	<u>Membership Fee</u>
MUNICIPAL PROPERTY	\$ 26,225
MUNICIPAL INLAND MARINE	\$ 3,810
MUNICIPAL EQUIPMENT BREAKDOWN	\$ 2,834
MUNICIPAL LIABILITY	\$ 83,321
AUTOMOBILE LIABILITY	\$ 14,609
AUTOMOBILE PHYSICAL DAMAGE	\$ 6,269
MUNICIPAL CRIME	\$ 2,325
TOTAL	\$ 139,393



ARIZONA MUNICIPAL RISK RETENTION POOL COMMON COVERAGES

DECLARATIONS

Agreement # 2000262-1
Replaces Agreement # AE40132016

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<u>Coverages</u>	<u>Membership Fee</u>
MUNICIPAL PROPERTY	\$
MUNICIPAL INLAND MARINE	\$
MUNICIPAL EQUIPMENT BREAKDOWN	\$
MUNICIPAL LIABILITY	\$
AUTOMOBILE LIABILITY	\$
AUTOMOBILE PHYSICAL DAMAGE	\$
MUNICIPAL CRIME	\$
TOTAL	\$ 10,364

Proclamation

Willcox Historic Theater Recognition Weekend

WHEREAS, Historic Preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability, and the Willcox Historic Theater Preservation, Inc. is an important part of Historic Preservation in Willcox.; and

WHEREAS, Willcox Historic Theater Preservation, Inc. is relevant for our community and other rural communities of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, the Willcox Historic Theater Preservation, Inc. has been an important part of the community since 1937 when it first opened with "The Gorgeous Hussy" starring Joan Crawford and Robert Taylor; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, the Willcox Historic Theater by these means enhances quality of life in the community, contributing to the vitality of the Railroad Avenue Historic District and helping to make Willcox an attractive community,

NOW THEREFORE, I Michael J. Laws, Mayor of the City of Willcox, do hereby proclaim the first weekend of February as WILLCOX HISTORIC THEATER RECOGNITION WEEKEND. I encourage all residents to join me in celebrating the renovation of this wonderful Art Deco Theater and all that it brings to the community.

Dated this 4th day of January, 2018

Mayor, Michael J. Laws

Attest: _____

City Clerk, Crystal L. Hadfield