

**THE MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ
HELD ON THIS 19TH DAY OF JUNE 2018**

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 Elwood "Woody" A. Johnson
Councilman Gerald "Sam" Lindsey
Councilman Robert A. Irvin
Councilman Timothy A. Bowlby
Councilwoman Rachel D. Garza

STAFF

City Attorney Ann Roberts
Interim City Manager Crystal Hadfield

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

DECLARATION ON CONFLICT OF INTEREST – None

ADOPTION OF THE AGENDA

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

SECONDED: Councilmember Bowlby seconded the motion.

MOTION CARRIED

**EXECUTIVE SESSION FOR DISCUSSION/CONSIDERATION REGARDING THE HIRING OF THE CITY
MANAGER AND CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY OF THE PUBLIC BODY**

Consideration, regarding entering into an Executive Session pursuant to A.R.S. §38-431.03(A)(1) and (A)(3), for the purpose of discussion or consideration of employment and consultation for legal advice with the attorney of the public body

MOTION: Councilmember Bowlby made a motion to go into Executive Session at 6:33 p.m.

SECONDED: Vice Mayor Rowden seconded the motion.

MOTION CARRIED

RECONVENED AT: 10:35 p.m.

DISCUSSION/DIRECTION ON CITY MANAGER HIRING PROCESS

Councilmember Johnson said may we direct staff in order to contact with the candidate that they selected and offer him the money that they agreed upon.

ADJOURN

MOTION: Councilmember Bowlby made a motion to adjourn the meeting with no further business at 10:36 p.m.

SECONDED: Vice Mayor Rowden seconded the motion.

MOTION CARRIED

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the special meeting of the City Council of the City of Willcox held on the 19th day of June 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 19th day of June 2018

City Clerk Crystal L. Hadfield

PASSED, APPROVED AND ADOPTED this 5th day of July 2018.

**THE MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ
HELD ON THIS 19TH DAY OF JUNE 2018**

Mayor Michael J. Laws

ATTEST:

City Clerk Crystal L. Hadfield

**THE MINUTES OF THE WORK SESSION OF THE MAYOR AND
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ
HELD ON THIS 20TH DAY OF JUNE 2018**

CALL TO ORDER - Mayor Michael Laws called the meeting to order at 6:06 p.m.

ROLL CALL - City Clerk Crystal Hadfield called the roll.

PRESENT

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

STAFF

Interim City Manager Crystal Hadfield
Director of Public Safety Jose Rios
Administrator of Development Services Jeff Stoddard

ABSENT

Councilman Robert A. Irvin

FY 18-19 BUDGET

Interim City Manager Crystal Hadfield presented the third draft of the budget by fund. Hadfield and staff answered questions by Council.

ADJOURN

The meeting adjourned at 8:23 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 20th day of June 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20th day of June 2018

City Clerk Crystal L. Hadfield

PASSED, APPROVED AND ADOPTED this 5th day of July 2018.

Mayor Michael J. Laws

ATTEST:

City Clerk Crystal L. Hadfield

**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 JUNE 2018**

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 Elwood "Woody" A. Johnson
Councilman Gerald "Sam" Lindsey
~~Councilman Robert A. Irvin~~
Councilman Timothy A. Bowlby
Councilwoman Rachel D. Garza

STAFF

City Attorney Ann Roberts
Interim City Manager Crystal Hadfield
Public Safety Director Jose Rios
Library Director Tom Miner

ABSENT

Councilman Robert A. Irvin

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 JUNE 07, 2018 COUNCIL MEETING MINUTES

MOTION: Councilmember Bowlby made a motion to approve the June 07, 2018 Council meeting minutes.

SECONDED: Councilmember Garza seconded the motion.

MOTION CARRIED

APPROVE THE JUNE 14, 2018 COUNCIL WORK SESSION MINUTES

MOTION: Vice Mayor Rowden made a motion to approve the June 14, 2018 Council work session minutes.

SECONDED: Councilmember Bowlby seconded the motion

MOTION CARRIED

RESOLUTION 2018-13 – A RESOLUTION RENEWING THE SOLID WASTE SERVICES CONTRACT WITH SOUTHWEST DISPOSAL

MOTION: Councilmember Bowlby made a motion to approve Resolution 2018-13.

SECONDED: Councilmember Lindsey seconded the motion.

DISCUSSION: Councilmember Lindsey mentioned that the contract initially had a five year term and extended one year and council did not get a copy of the FY18-19 contract and Lindsey wants to make sure that the costs are still the same. Mayor Laws asked if the costs are in the budget to which Hadfield replied yes and that the contract is the same with the exception of the cost going up by the consumer price index which our rates have been adjusted by. Hadfield also mentioned that we will be going out to bid next year.

MOTION CARRIED

WILLCOX AGAINST SUBSTANCE ABUSE "WASA" ANNUAL REPORT – SALLY WHITE

Sally White presented the annual report for WASA. White handed out an itemized report to the Council along with the Summer Program schedule. White mentioned that it is the largest summer program yet. White discussed the current grants that they are applying for and current grants that they are administering. White mentioned that Youth Court is continuing to do well. White talked about the events of the past year and said that it has been a really good year. Mayor Laws asked about a ribbon-cutting. White replied that it was a National Red Ribbon Week due to WASA being

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30 years old. Vice Mayor Rowden asked about the \$25,000 received from the Legacy Foundation. How much does it cost per student as you only have two in the program? White explained the program and the costs. If anyone is interested or if anyone knows someone who is interested please contact her to let her know. Rowden asked if they actually mentor someone through the whole thing. White said yes, but they cannot handle equipment or do anything, but are there to observe or ask questions. The hospital gives quizzes at the end of the day in each department. The Legacy grant has been a real help to W.A.S.A. Mayor Laws asked when Red Ribbon Week is. White said the last week in October and there will be red ribbons for the Council. Councilmember Garza asked if they do it on their own time for the mentoring program. White said mostly on Fridays and during the summer. Garza asked White to discuss the finale. White said that on August 27th they will do a 30 Year Anniversary Reunion for WASA kids. White would like to know what the kids have done over the years. Rowden asked if White would like old WASA board members to be there. White replied yes and we really want to have a great time. Councilmember Bowlby made a correction that the celebration is on July 27th. Garza said she understands that the Community Center is booked. White said they will do something at the school.

RESOLUTION 2018-14 – A RESOLUTION APPROVING A SERVICE CONTRACT FOR THE PROVISION OF RECREATIONAL AND EDUCATIONAL SERVICES “SERVICE CONTRACT” BETWEEN THE CITY OF WILLCOX “CITY” AND WILLCOX AGAINST SUBSTANCE ABUSE “WASA”

MOTION: Councilmember Johnson made a motion to approve Resolution 2018-14.

SECONDED: Councilmember Bowlby seconded the motion.

MOTION CARRIED

RESOLUTION 2018-15 – A RESOLUTION APPROVING AND ADOPTING THE INTERGOVERNMENTAL AGREEMENT “IGA” BETWEEN THE CITY OF WILLCOX “CITY” AND THE WILLCOX UNIFIED SCHOOL DISTRICT #13 “SCHOOL” FOR THE PURPOSE OF IMPLEMENTING A SCHOOL SAFETY PROGRAM

MOTION: Councilmember Bowlby made a motion to approve Resolution 2018-15.

SECONDED: Vice Mayor Rowden seconded the motion.

DISCUSSION: Councilmember Lindsey said that on paragraph six on the financing, it says the City will pay 73.3% of the total cost and the City will provide 26.7% of the costs. Hadfield replied that she will correct the Resolution to reflect receiving.

MOTION CARRIED

CHAMBER OF COMMERCE UPDATE – ALAN BAKER

Alan Baker presented the Chamber of Commerce update. Baker handed out a report to the Councilmembers. Baker discussed social media boosts and current advertising. Baker discussed with tourism board of Cochise County. They found that there were duplications on their ads so going forward they will work together. The Chamber will move up one billboard and put up signs. The Chamber will be hosting international trade reps from the Arizona Office of Tourism. Baker will be attending Governor’s Tourism Conference. Baker discussed the events coming up such as the Bike Ride on Labor Day and the Cowboy Hall of Fame and Wings over Willcox. Baker mentioned that social media boost got over 17,500 views. The Chamber hosted people from the Office of Tourism. Channel 5 from Phoenix did the morning show at downtown Willcox. Baker thanked the Mayor for being on television. The Chamber did ads on KVOA for the Wine Festival and West Fest. Baker said they had over 2,000 people at the West Fest. Joe Mike Clem did a very good job with the Ranch Rodeo. The wine festival was successful. Baker said that they will talk with the City staff about getting more electricity. The Economic Committee is looking at different industries. They should get survey results soon. The Economic Committee will have a Business Expo on September 21st. Vice Mayor Rowden would like the City and City departments to be there to showcase what they provide for the citizens. Baker said a lot of people don’t know what all happens and it would be good for them to find out. Baker said that the Chamber has helped Cochise County with a grant for Robbs Rd to help the wine industry. There were recently two ribbon-cuttings. Baker then discussed current businesses expanding and new businesses possibly coming. Baker talked with the Arizona Office of Economic Opportunities. They are helping to get people certified into the workforce. Baker then discussed the Chamber finances. Mayor Laws asked who decides what the billboards look like. Baker replied that Scott Curtis is a designer who designs the picture and then they contract with AZ Billboards. Laws mentioned that the billboards are too busy and you only have three seconds to view it. Baker said come see me and we will discuss it. Laws said it should say “Wines and race cars”. Vice Mayor Rowden asked where the billboards are. Baker said the City has the one by Sibyl Rd. and exit 340. Baker talked with wine committee and they would be willing to do one. Laws said look at simple signs like McDonalds. Councilmember Lindsey said looking at two billboards with the one in Benson and the one between here in the border. Councilmember Johnson said that those are the cities billboards. Lindsey said we had a committee and the Chamber was part of it. Those signs have faded but are a little difficult for the time period that you have to read it and it could probably be redone without too much expense. The Council would like to have

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input on what is on it and where it is located. Vice Mayor Rowden said the one that is there when you move into Willcox is perfect. Rowden asked where the other Chamber billboard is. Baker said Sibyl Road and Exit 340. Rowden said that there is nothing coming from the East. We would love to sit down and discuss other ones. Mayor Laws said it is too far away and easy to forget. Johnson asked how many members you have and how much does it cost to become a member. Alan said it is \$150 through year which is prorated. The Chamber currently has 145 members. Some larger companies pay more. Johnson said thank you for the finances and asked if the Chamber is actively trying to get more members to which Baker replied yes. Johnson asked if a City Manager would be on the Board. Baker said he would prefer to have a Councilmember. Johnson heard that the Cowboy Hall of Fame is moving to the Chamber? Baker replied that was not true and they discussed moving the Hall of Fame and they talked about moving to the Toggery and decided against that. Johnson asked if they are operating okay. Baker replied yes and then thanked the Council for hard work with City Manager hiring.

RESOLUTION 2018-16 – A RESOLUTION APPROVING AND AUTHORIZING 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 “CHAMBER”

MOTION: Councilmember Bowlby made a motion to approve Resolution 2018-16.

SECONDED: Councilmember Garza seconded the motion.

MOTION CARRIED

RESOLUTION 2018-17 – A RESOLUTION ADOPTING THE TENTATIVE BUDGET OF THE CITY OF WILLCOX FOR FISCAL YEAR 2018-19; AUTHORIZING AND DIRECTING PUBLICATION OF STATEMENTS AND SCHEDULES OF THE TENTATIVE BUDGET; AND SETTING THE DATES FOR PUBLIC HEARINGS ON THE BUDGET AND PROPERTY TAX LEVY BEFORE ADOPTION

MOTION: Councilmember Johnson made a motion to approve Resolution 2018-17.

SECONDED: Councilmember Lindsey seconded the motion.

DISCUSSION: Councilmember Garza said we really looked hard at this budget. There were a lot of questions and they hadn't had opportunity to ask in prior years. It was very invigorating and Hadfield did an excellent job. Vice Mayor Rowden said it was a good process said thank you to Hadfield. Mayor Laws said that Hadfield did a fantastic job and many hours went into it. Laws said that he thinks Council received all they wanted.

MOTION CARRIED

RESOLUTION 2018-18 – A RESOLUTION APPROVING AND AUTHORIZING THE RENEWAL OF THE DISPATCH AGREEMENT WITH HEALTHCARE INNOVATIONS, INC (“HCI”) FOR THE PURPOSE OF PROVIDING DISPATCH SERVICES

MOTION: Councilmember Lindsey made a motion to approve Resolution 2018-18.

SECONDED: Councilmember Bowlby seconded the motion.

DISCUSSION: Vice Mayor Rowden asked if we dispatch all the way to state line. Chief Rios said that yes we dispatch to Tombstone, Saint David, Benson, Willcox, and all the way to the state line. Bowlby mentioned that this is a Resolution that shows a positive income.

MOTION CARRIED

EXECUTIVE SESSION FOR DISCUSSION/CONSIDERATION REGARDING THE HIRING OF THE CITY MANAGER AND CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY OF THE PUBLIC BODY

Consideration, regarding entering into an Executive Session pursuant to A.R.S. §38-431.03(A)(1) and (A)(3), for the purpose of discussion or consideration of employment and consultation for legal advice with the attorney of the public body

MOTION: Councilmember Bowlby made a motion to go into Executive Session at 7:22 p.m.

SECONDED: Vice Mayor Rowden seconded the motion.

MOTION CARRIED

RECONVENED AT: 7:32 p.m.

DISCUSSION/DIRECTION ON CITY MANAGER HIRING PROCESS

MOTION: Vice Mayor Rowden moved that we offer Caleb Blaschke the position of City Manager under the terms negotiated with the contract that has been put together and direct staff to contact him.

SECONDED: Councilmember Bowlby seconded the motion.

MOTION CARRIED

CITY MANAGER REPORT

**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 JUNE 2018**

- Public Works has applied for a healthy living grant through the County to put in water bottle fill stations in our parks. Hadfield will update on the status as soon as she hears something.
- Fremont and Soto are near completion on the chip-seal project. They have some clean-up work to do and the oil will be put down to seal it on the 29th of this month.
- The City crews are working hard to get Keiller Park ready for the 4th of July activities.
- Most of the concrete has been poured at the wastewater treatment plant. The construction is going well and we are still on target for a November completion.
- We should be receiving the results of the annual gas audit shortly. She will keep Council updated as soon as she receives the information.
- As requested, Public Works Director, Galo, will present an update to Council on Public Works projects at the July 19th meeting.
- At the Library, we have been exceeding records on the reading program presentations. We had 74 participants the other day. The groups have been so big that the programs are being moved to the Community Center.

COMMENTS NOT FOR DISCUSSION FROM MAYOR AND COUNCIL MEMBERS

Mayor Laws wanted to congratulate Caleb for City Manager. He thanked the Council for their hard work that has been done this year. The Council has shown reasonable and persuasive direction and he appreciates it. This council always does the right thing and thinks of the City first and is for business growth. It's a job well done and the Council has taught him a lot in conversations. Laws thanked Hadfield for hanging in for the last three months. She has shown great ability beyond the call of duty. Laws thanked Ann Roberts and the Chief for their hard work. Laws said that we lost a member of the community today, Mr. Moss, and my heart goes out to the family.

Vice Mayor Rowden said it has been quite an education and learning process working with this Council; not only working on the budget but choosing a new City Manager. We did our best to pick someone who will do his best for Willcox. Rowden then said she sends condolences for JJ.

Councilmember Johnson said take a moment of silence for the loss of Mr. Moss. When you lose a child it's a hard thing.

Councilmember Lindsey echoed comments that have been made. He is extremely pleased with the way things have worked out. We really have gone through this process and worked hard to select a person who can move Willcox forward. Lindsey said, Crystal we can't say enough for what you have done. The process through the budget this year and Ann's work and Mike's work and Sherry's work in putting it together. Lindsey said we can look forward to good administration in Willcox.

Councilmember Garza again echoed the hard work that went into it. This was a major experience and a good experience. We received good guidance from those who have gone through this before. Garza said thank you to Ann, Crystal, and Sherry who pulled a lot of this together. We did our best for Willcox because we are always looking to move forward.

Councilmember Bowlby said this process was not easy. We had 33 applicants. Out of the four that came here, you could pick any one. It's finding what we are hoping to keep community going forward. It was an interesting and fun process. We will be seeing Caleb here pretty quickly once he accepts the contract. There is a lot going on around town. Condolences to the Moss family.

Councilmember Johnson can say from experience that going through the City Manager hiring process is hard work. The group of individuals in charge of hiring the City Manager was open-minded. Of the last four, we could've picked anyone. The City hired an individual who will do planning and move forward and will hopefully put Willcox first. Johnson said that the City should hold this Council accountable for the City Manager hired. Johnson then thanked staff for the hard work done.

ADJOURN

MOTION: Councilmember Johnson made a motion to adjourn the meeting with no further business at 7:46 p.m.

SECONDED: Vice Mayor Rowden seconded the motion.

MOTION CARRIED

CERTIFICATION

**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 JUNE 2018**

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 June 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 21st day of June 2018

City Clerk Crystal L. Hadfield

PASSED, APPROVED AND ADOPTED this 5th day of July 2018.

Mayor Michael J. Laws

ATTEST:

City Clerk Crystal L. Hadfield

CITY OF WILLCOX
Council Action Form

Agenda Item: 10
Tab Number: 4

Meeting Date:

July 5, 2018

Action:

Resolution
 Ordinance
 Other

Subject:

Resolution 2018-19
A.M.R.R.P 2018-2019
Workman's Comp Renewal

To: Mayor and City Council

From: Crystal Hadfield, Interim City Manager

Discussion: The Arizona Municipal Risk Retention Pool (Pool) was started in 1986 to address the specialized insurance needs of municipalities. The City joined the Pool in 1987, and has continued to carry its liability and worker's compensation coverage. The Board of Directors is made up of representatives from Arizona cities and towns.

The worker's compensation policy is on a fiscal year basis. The FY19 policy will run from July 1, 2018 to June 30, 2019. The FY19 projected cost is \$65,935.

The City's premiums are affected by an e-mod (experience modification) rate that is adjusted annually. For FY18 our e-mod rate was 1.64. For FY19 the e-mod rate has decreased to 1.15.

Recommendation: Approve the purchase of Worker's Compensation Insurance from the Arizona Municipal Risk Retention Pool.

Fiscal Impact: Projected cost of \$65,935.

Submitted by:


Crystal Hadfield, Interim City Manager

Approved by:


Crystal Hadfield, Interim City Manager

**CITY OF WILLCOX, COCHISE COUNTY, ARIZONA
RESOLUTION 2018-19**

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY ARIZONA, AUTHORIZING AND APPROVING THE PURCHASE OF WORKER'S COMPENSATION INSURANCE FROM THE ARIZONA MUNICIPAL RISK RETENTION POOL, "A.M.R.R.P."

WHEREAS the City is authorized and empowered pursuant to Title 9, A.R.S. Section 9-240, to have control of the finances and the property of the corporation and to carry out the purposes of the corporation; and,

WHEREAS, the City is defined as an employer pursuant to Title 23, A.R.S. Section 23-902, and as such is required to procure liability insurance covering its officers, agents and employees; and,

WHEREAS, the City is authorized and empowered pursuant to the CITY Procurement Ordinance, Section 3-1-3.L, entitled "Special Procurement" to procure worker's compensation from A.M.R.R.P.; and,

WHEREAS, the City is authorized and empowered pursuant to Title 11, A.R.S. Section 11-952.01, to enter into contracts or agreement that provide for pool retention of risks for worker's compensation losses; and,

WHEREAS, for the protection of the corporation and the employees of the corporation, the Mayor and City Council have determined that authorizing and approving the purchase of worker's compensation insurance from the A.M.R.R.P. at an annual premium cost of \$65,935 is fiscally responsible and is in the best interest of the City, its employees and the citizens of this City, and they desire to have this Resolution presented for consideration at the regular City Council Meeting on July 5, 2018.

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 of the City of Willcox, hereby authorize and approve the purchase of worker's compensation insurance from the Arizona Municipal Risk Retention Pool at an annual premium cost of \$65,935; and,

SECTION 2: The appropriate officers and 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; and,

SECTION 3: That the Mayor is authorized and empowered to execute this Resolution and all other documents necessary to obtain the worker's compensation insurance policy in the name of corporation.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, this 5th day of July, 2018.

APPROVED/EXECUTED:

MICHAEL J. LAWS, Mayor

ATTEST:

APPROVED AS TO FORM:

CRYSTAL L. HADFIELD, City Clerk

ANN P. ROBERTS, City Attorney

RESOLUTION 2018-19

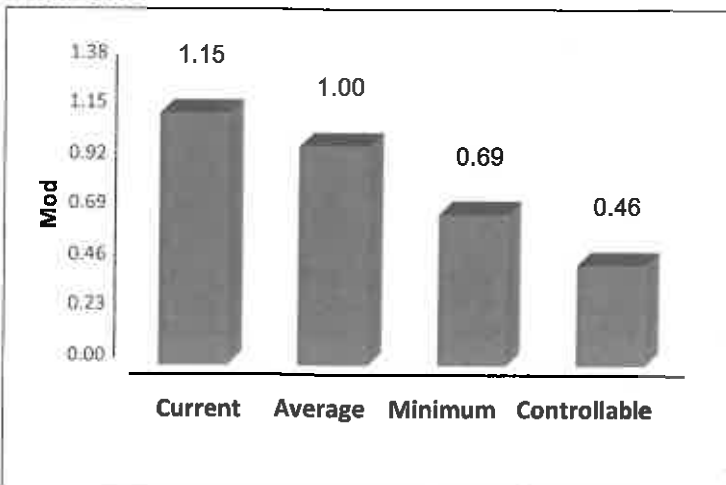
Mod Snapshot

Effective date: 7/1/2018

The Key Numbers

Total expected losses	\$43,137
Total expected primary losses	\$17,530
Total expected excess losses	\$25,607
Total unlimited losses	\$68,130
Total limited/adjusted losses	\$47,941
Total actual primary losses	\$27,676
Total actual excess losses	\$20,265
Computed ballast value	21,450
Computed weighting value	0.10
Modification factor	1.15
ARAP factor	1.05

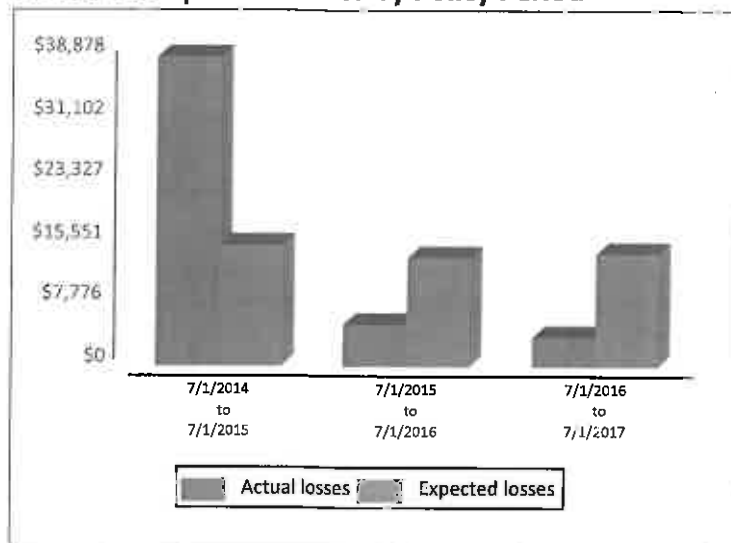
Mod Breakdown



Impact of Top Itemized Losses

State	Injury Date	Incurred Loss	Impact on Mod	Mod w/o Loss
AZ	12/8/2014	\$36,765	0.2869	0.8619
AZ	9/29/2016	\$4,391	0.0204	1.1284
AZ	2/6/2015	\$4,324	0.0201	1.1287
AZ	8/6/2015	\$3,057	0.0142	1.1346
AZ	8/20/2016	\$2,959	0.0138	1.1350
AZ	11/18/2015	\$2,502	0.0388	1.1100
AZ	2/23/2016	\$2,467	0.0115	1.1373
AZ	7/29/2016	\$1,560	0.0073	1.1315
AZ	1/14/2016	\$1,353	0.0063	1.1425
AZ	7/26/2016	\$1,166	0.0055	1.1433

Actual vs. Expected Losses by Policy Period



The Mod Formula

Actual primary losses	+	Ballast value	+	Weighting value	x	Actual excess losses	+	(1 - Weighting value)	x	Expected excess losses	=	Current mod
Expected primary losses	+	Ballast value	+	Weighting value	x	Expected excess losses	+	(1 - Weighting value)	x	Expected excess losses	=	
\$27,676	+	21,450	+	0.10	x	\$20,265	+	(1 - 0.10)	x	\$25,607	=	1.15
\$17,530	+	21,450	+	0.10	x	\$25,607	+	(1 - 0.10)	x	\$25,607	=	

Loss Summary Report

State	Claim Number	Injury Date	Loss Type	Incurred Loss	Primary Loss	Mod w/o Loss	Impact on Mod
AZ	14016814	10/7/2014	MED	\$1,012	\$303	1.1441	0.0047
AZ	14017031	12/8/2014	SEV	\$36,765	\$16,500	0.8619	0.2869
AZ	14017130	1/7/2015	MED	\$669	\$201	1.1456	0.0032
AZ	14017331	2/6/2015	MED	\$4,324	\$1,297	1.1287	0.0201
AZ	14017482	4/14/2015	MED	\$376	\$113	1.1470	0.0018
AZ	14017612	5/22/2015	MED	\$0	\$0	1.1488	0.0000
AZ	14017719	6/23/2015	MED	\$662	\$199	1.1457	0.0031
AZ	14017949	8/6/2015	MED	\$3,057	\$917	1.1346	0.0142
AZ	14017951	8/25/2015	MED	\$356	\$107	1.1471	0.0017
AZ	14018192	11/18/2015	FREQ	\$2,502	\$2,502	1.1100	0.0388
AZ	14018469	1/14/2016	MED	\$1,353	\$406	1.1425	0.0063
AZ	14018438	1/28/2016	MED	\$985	\$295	1.1442	0.0046
AZ	14018471	2/9/2016	MED	\$96	\$29	1.1483	0.0005
AZ	14018524	2/23/2016	MED	\$2,467	\$740	1.1373	0.0115
AZ	14018571	3/16/2016	MED	\$965	\$289	1.1443	0.0045
AZ	14018896	5/23/2016	MED	\$94	\$28	1.1483	0.0005
AZ	14019038	7/15/2016	MED	\$341	\$103	1.1472	0.0016
AZ	14019105	7/26/2016	MED	\$1,166	\$350	1.1433	0.0055
AZ	14019106	7/29/2016	MED	\$1,560	\$468	1.1415	0.0073
AZ	14019210	8/20/2016	MED	\$2,959	\$888	1.1350	0.0138
AZ	14019322	9/29/2016	MED	\$4,391	\$1,317	1.1284	0.0204
AZ	14019756	10/15/2016	MED	\$365	\$110	1.1471	0.0017
AZ	14019498	11/8/2016	MED	\$144	\$43	1.1481	0.0007
AZ	14020002	3/21/2017	MED	\$117	\$35	1.1482	0.0006
AZ	BCLM WC 0000	4/12/2017	MED	\$649	\$195	1.1457	0.0031
AZ	BCLM WC 0000	5/26/2017	MED	\$106	\$32	1.1483	0.0005
AZ	BCLM WC 0000	5/18/2017	MED	\$697	\$209	1.1455	0.0033

ModMaster® Mod Analysis brought to you by Berkley Risk Services (Minneapolis)

Page 2

Mod Analysis for AMRRP - Willcox, City of

Grand totals:	\$68,180	\$27,676		0.4609
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Explanation of Loss Types

FREQ A non-medical-only loss that falls under the primary/excess split point for the applicable state.

SEV A non-medical-only loss that is over the primary/excess split point for the applicable state.

MED A medical-only, or IJ code 6, loss.

Mod Analysis and Strategy Proposal

What Your Mod is Costing You

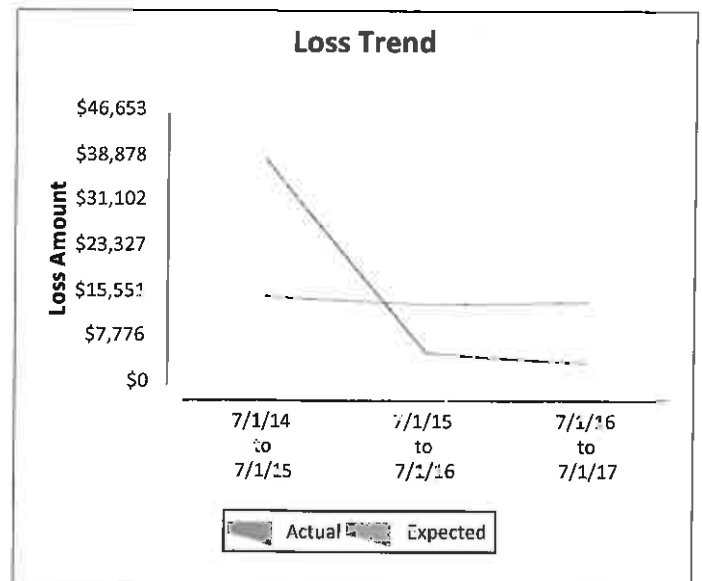
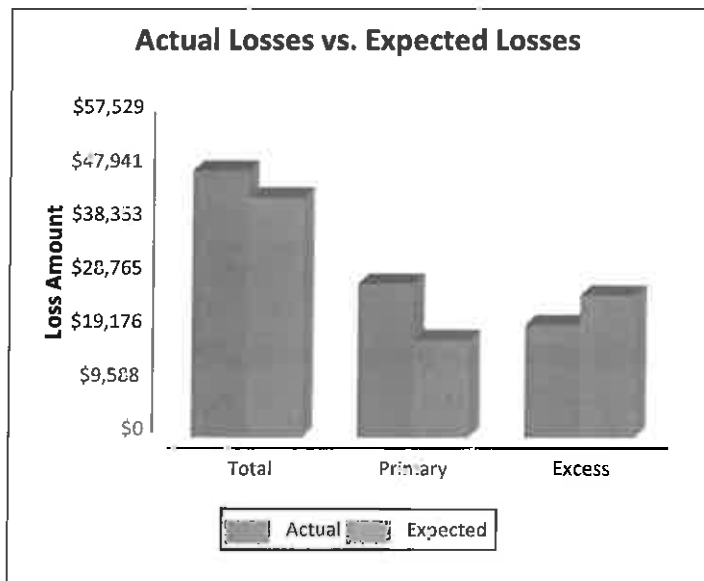
Mod value: 1.15

Mod effective date: 7/1/2018

- Your minimum, or best possible mod, for the policy period included in this calculation was 0.69.
- Your controllable mod, or the amount of mod points that could have been avoided if you had no losses, was 0.46.

How Your Company Compares to Industry Standards

- Your company's total losses were \$47,941. The industry average, as measured by payroll, for a company of your size was \$43,137. Your losses were 111 % of expected.
- Your company's primary losses, which are a measure of loss frequency, were \$27,676. The industry average for a company of your size is \$17,530. Your primary losses were 158 % of expected.
- Your company's excess losses, which are a measure of loss severity, were \$20,265. The industry average for a company of your size is \$25,607. Your excess losses were 79 % of expected.



Arizona Municipal Risk Retention Pool - Workers' Compensation Fund

CLASS CODE	RATE	CLASS DESCRIPTION	Estimated Payroll 18-19	MANUAL PREMIUM
5506	8.83	Street or Road Construction--Paving or Repaving & Drivers	112,840	9,964
7502	2.97	Gas Distributing--L.P.G.--Local & Drivers	67,410	2,002
7520	3.47	Waterworks Operation & Driver	91,645	3,180
7580	3.44	Sewage Disposal Plant Operation & Drivers	73,029	2,512
7720	4.38	Police Officers & Drivers	484,931	21,240
8380	2.79	Auto Service or Repair Center & Drivers	37,773	1,055
8411	0.89	Volunteer Police Officers/Firefighters/County	254,400	2,264
8810	0.24	Clerical Office Employees NOC/Library/Museum	747,899	1,795
8820	0.22	Attorney-All Employees & Clerical, Messengers, Drivers	90,611	199
8831	2.25	Dog Pounds	53,482	1,203
9015	3.62	Buildings Operation by Owner or Lessee	46,298	1,676
9060	2.00	Golf Pro-Includes Shop & Clerical	54,876	1,098
9102	3.10	Parks NOC All Employees & Drivers	88,712	2,750
9220	4.87	Cemetery Operations & Drivers	30,264	1,474
9410	1.75	Municipal, Township, County or State Employee NOC	125,237	2,192
		TOTALS	2,359,407	54,504
		DEDUCTIBLE PREMIUM CREDIT	0	-
		EMOD	1.15	62,795
		SCHEDULED RATING FACTOR	1.05	65,935
		ESTIMATED MODIFIED PREMIUM		65,935

CITY OF WILLCOX
Council Action Form

Agenda Item: 11
Tab Number: 5

Meeting Date:

July 5, 2018

Action:

Resolution
 Ordinance
 Other

Subject: Resolution 2018-20
Utilities accounts
uncollectable write-offs

To: Mayor and City Council

From: Crystal Hadfield, Interim City Manager

Discussion: When a customer account is delinquent, we work with customers to make reasonable payment arrangements. If those arrangements are not honored and services are disconnected, full payment is required to reconnect services. When an account is closed, a termination billing is sent. Follow-up letters are sent at 30 and 40 days. We maintain a record of unpaid accounts; if a previous customer comes in to open new services we collect the past balance due. Either payment must be made in full before new services are connected, or an arrangement is made not to exceed 90 days to satisfy the past due balance.

Per Resolution 2013-61, we have sent closed accounts with balances to the State Debt Set-Off Program. If a person files a tax return with the State and is due a refund or has State lottery winnings, their debt with the City is paid directly to the City minus a \$9.00 service fee. The State Debt Set-Off Program has been very successful with the City recovering over 21% of what has been submitted. This percentage is much higher than any collection agency has recovered for the City. We anticipate recovering more as tax season approaches.

The current request for a write-off is for accounts that are uncollectible from 2014 and 2015 and accounts under \$50.00 (the threshold of what can be sent to the State) from 2017. This also includes a few accounts with insufficient information to send to the State. Council approval is requested to write-off terminated utility accounts closed with unpaid outstanding balances totaling \$17,358.97.

Recommendation: Motion to approve the write-off of uncollectible utility accounts in the amount of \$17,358.97.

Fiscal Impact: Reduce Utilities accounts receivable balances through June 30, 2018 by \$17,358.97.

Submitted by:


Crystal Hadfield, Interim City Manager

Approved by:


Crystal Hadfield, Interim City Manager

CITY OF WILLCOX, COCHISE COUNTY, ARIZONA

RESOLUTION 2018-20

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, APPROVING AND AUTHORIZING THE WRITE-OFF OF TERMINATED UTILITY ACCOUNTS THAT HAVE BECOME NON-COLLECTIBLE

WHEREAS, the City, through the State Debt Set-Off Program, has undertaken actions to collect unpaid balances on terminated utility accounts; and

WHEREAS, the City has determined there are utility account balances with insufficient information to send to the State deemed uncollectible and/or not economically feasible to pursue collection actions; and

WHEREAS, the total write-off amount is \$17,358.97: \$4,254.76 for gas, \$3,425.20 for water, \$4,244.70 for sewer, \$2,305.44 for refuse, and associated taxes and fees in the amount of \$8.34 for superfund taxes, \$2,240.69 for shut-off fees, \$675.07 for sales taxes, and \$204.77 for penalties; and

WHEREAS, the Mayor and Council of the City of Willcox have determined that it is in the best interest of the City and its residents to approve and authorize the write-off of the uncollectable account balances.

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

SECTION 1: The Mayor and City Council authorize and approve the write-off of uncollectable utility accounts with insufficient information to send to the State deemed uncollectable and/or not economically feasible to pursue collection action in the amount of \$17,358.97.

SECTION 2: The City Manager is authorized and directed to take all action necessary and required to write-off the uncollectable utility accounts.

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

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, ARIZONA, this 5th day of July, 2018.

APPROVED/EXECUTED:

MICHAEL J. LAWS, Mayor

APPROVED AS TO FORM:

ATTEST:

CRYSTAL L. HADFIELD, City Clerk

ANN P. ROBERTS, City Attorney

CITY OF WILLCOX, COCHISE COUNTY, ARIZONA

RESOLUTION 2018-21

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, ADOPTING THE FINAL BUDGET OF THE CITY OF WILLCOX FOR FISCAL YEAR 2018-2019

WHEREAS, by Resolution 2018-17, the Mayor and City Council passed and adopted the Tentative Budget for the City of Willcox, Fiscal Year 2018-2019; and,

WHEREAS, following due public notices, the Mayor and City Council held public hearings July 5th at which meeting, any taxpayer was privileged to appear and be heard in favor or against any of the proposed expenditures and expenses or tax levies and, it appears that the sums to be raised by taxation do not, as specified therein, in the aggregate exceed that amount as computed in A.R.S. §42-17051; and,

WHEREAS, the City estimated public expenses and estimated revenues in the amount of **\$14,408,465 net of inter-fund allocations of \$560,000** as the Final Budget of the City of Willcox, Cochise County, Arizona for the Fiscal Year 2018-2019 and said amount is within the spending limitation set forth in Article IX, Section 20 of the Arizona State Constitution.

NOW, THEREFORE, BE IT RESOLVED, that the estimates of revenues and public expenditures and expenses as shown on the accompanying schedules, are hereby adopted as the Final Budget of the City of Willcox, Cochise County, Arizona for the Fiscal Year 2018-2019.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, ARIZONA, this 5th day of July, 2018.

APPROVED/EXECUTED:

MICHAEL J. LAWS, Mayor

ATTEST:

APPROVED AS TO FORM:

CRYSTAL L. HADFIELD, City Clerk

ANN P. ROBERTS, City Attorney