

CITY OF WILLCOX, COCHISE COUNTY, ARIZONA

RESOLUTION 2012-88

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF WILLCOX, ARIZONA, FOR THE PURPOSE OF APPROVING AND ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF SPECIAL PROJECT COORDINATOR PURSUANT TO SECTION 208 OF THE “CITY OF WILLCOX EMPLOYEE HANDBOOK”; AUTHORIZING THE MAYOR TO EXECUTE THIS RESOLUTION AND DECLARING AN EMERGENCY.

WHEREAS, the City of Willcox, is authorized and empowered pursuant to Title 9, A.R.S. §§ 9-101 and 9-499.01 et seq., with all the powers of an incorporated city and all other provisions of law relating to cities and towns, which includes the regulation of City employees; and,

WHEREAS, the current “City of Willcox Employee Handbook” was officially approved and adopted pursuant to Resolution 2007-10 on May 23, 2007, incorporating personnel policies setting forth the principles and procedures which will be followed by the City of Willcox in the administration of its personnel system; and,

WHEREAS, the Mayor and City Council approve and adopt revisions to the Employee Handbook pursuant to Resolutions and have done so since its adoption through Resolution; and,

WHEREAS, the Mayor and City Council have determined that approving and adopting the job description for the position of Special Project Coordinator pursuant to Section 208 is in the best interest of the City, its employees and the citizens of this City, and they desire to have this Resolution presented at its November 5, 2012, Council Meeting; and,

WHEREAS, it is necessary for the preservation of the peace, health and safety of the City of Willcox, Arizona, that an emergency be declared to exist, and this Resolution be effective immediately upon its passage and adoption.

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

SECTION 1: The job description entitled “Special Project Coordinator”, as attached hereto and presented to the Mayor and City Council, as Exhibit “A”, is hereby approved and adopted; and,

SECTION 2: That the immediate operation of the provisions of this Resolution is necessary for the preservation of the public peace, health and safety, an emergency is hereby declared to exist, and this Resolution shall be in full force and effect from and after its passage by the City of Willcox, Cochise County, Arizona; and,

SECTION 3: That the Mayor is authorized and empowered to execute this Resolution approving the Special Project Coordinator job description as presented.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, this 5th day of November, 2012.

APPROVED/EXECUTED

/s/ Robert A. Irvin
ROBERT A. IRVIN, MAYOR
Dated: 12-12-2012

ATTEST:

/s/ Virginia A. Mefford
VIRGINIA A. MEFFORD, City Clerk

APPROVED AS TO FORM:

/s/ Ann P. Roberts
ANN P. ROBERTS, City Attorney