

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
SPECIAL MEETING HELD ON
Tuesday, October 30, 2018**

A special meeting of the Cochise County Board of Supervisors was held on Tuesday, October 30, 2018 at 4:00 p.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Peggy Judd, Chairman; Ann English, Supervisor
Absent: Patrick G. Call, Vice-Chairman
Staff Present: Edward T. Gilligan, County Administrator
Elda Orduno, Civil Deputy County Attorney
Amanda Baillie, Public Information Officer
Arlathe G. Rios, Clerk of the Board
Attendees: Cathy Traywick, County Treasurer
Lynette Nowlan, Finance Director
Monica Moreno, Budget Officer, Finance Department

Chairman Judd called the meeting to order at 4:00 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

ACTION

Board of Supervisors

1. [Item tabled from October 23, 2018 Meeting] Adopt the amended secondary tax rate and levy for the City of Willcox as set forth in the attached Exhibit.

Supervisor English moved to remove the item from the table. Chairman Judd seconded the motion and it carried unanimously.

Ms. Elda Orduno, Deputy County Attorney, gave the background of the issue. She said that the error was on the county's part and a secondary tax rate was adopted, but should not have been. She added that the appropriate action was for the Board to adopt the amended rate and correct the error, which would involve refunding any over payments due to the error.

Ms. Cathy Traywick, County Treasurer, said that her team would comply with the County Attorney's recommendation and make the necessary changes to process tax bills due to this

error. She added that she would like the current process to be changed to include her team in the process and avoid errors like the one that occurred.

Mr. Gilligan said that he appreciated Ms. Traywick and her team and clarified that this had not been their error. He added that staff would work on procedures to avoid errors in the future.

Supervisor English added that the County would cover any overtime costs for Ms. Traywick's staff.

Supervisor English moved to amend the secondary tax rate and levy to zero. Chairman Judd seconded the motion.

Chairman Judd called for the vote and it was approved 2-0-1 (Call absent).

Chairman Judd adjourned the meeting at 4:10 p.m.

APPROVED:

Peggy Judd, Chairman

ATTEST:

Arlethe G. Rios, Clerk of the Board

Special Board of Supervisors Meeting

Meeting Date: 10/30/2018

Amend Rates/Levies for Willcox

Submitted By: Arlethe Rios, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

Recommendation:

of ORIGINALS

Submitted for Signature:

NAME Ed Gilligan

TITLE County Administrator

of PRESENTER:

of PRESENTER:

Mandated Function?:

Source of Mandate or Basis for Support?:

Information

Agenda Item Text:

[Item tabled from October 23, 2018 Meeting] Adopt the amended secondary tax rate and levy for the City of Willcox as set forth in the attached Exhibit.

Background:

Under ARS 42-16251 the County Board of Supervisors should correct any errors made during the original adoption of rates and levies for all taxing districts within the County. Due to an error in the secondary tax rate for the City of Willcox the Board is considering adopting an amendment to address the error.

Department's Next Steps (if approved):

Finance will send updated information to the Arizona Department of Revenue.

Impact of NOT Approving/Alternatives:

The City of Willcox secondary tax rate would not be fixed and there could be auditing findings for the City and liability for the County.

To BOS Staff: Document Disposition/Follow-Up:

n/a

Budget Information

Information about available funds

Budgeted:

Funds Available:

Amount Available:

Unbudgeted:

Funds NOT Available:

Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Exhibit

