



PUBLIC NOTICE
HUACHUCA CITY TOWN COUNCIL
MEETS
THURSDAY, JULY 12, 2018, AT 7:00PM
HUACHUCA CITY TOWN HALL-500 N. GONZALES BLVD. HUACHUCA CITY,
AZ 85616

AGENDA

A. Call to Order

Mayor

- Pledge of Allegiance
- Roll Call and Ascertain Quorum
- Invocation

Any prayer/Invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the prayer/invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker. A list of volunteers is maintained by the Town Clerk's Office and interested persons should contact the Town Clerk's Office for further information.

B. Call to the Public

Mayor

A.R.S. 38-431.01 states the Public Body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the Public Body. At the conclusion of an open call to the public, individual members of the Public Body may respond to criticism made by those who have addressed the Public Body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Public Body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

C. Consent Agenda

Mayor

All items listed in the Consent Agenda are considered routine matters and will be enacted by one motion of the Council. There will be no separate discussion of these items unless a Member of the Town Council requests that an item or items be removed for discussion. Council Members may ask questions without removal of the item from the Consent Agenda. Items removed from the Consent Agenda are considered in their normal sequence as listed on the agenda, unless called out of sequence.

- C.1 Consider approval of the minutes of the Town Council Regular Meeting and executive session held on June 28, 2018.
- C.2 Consider approval of the Payment Approval Report in the amount of \$287,243.19

D. Unfinished Business before the Council

Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

E. New Business before the Council

Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

- E.1 Discussion and/or Action [Manager Williams]: Council Decision Request to direct staff to begin the process of pursuing funding through ADOT for the Huachuca City Transit Program and establish an appropriate bus fare schedule.
- E.2 Discussion and/or Action [Clerk Saenz]: Second Reading and Adoption of Ordinance 2018-15, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING TOWN CODE, TITLE 2 "ADMINISTRATION AND PERSONNEL," CHAPTER 2.40 "MAGISTRATE," SECTION 2.40.050 "COURT FEES," TO REMOVE THE FEE SCHEDULE FROM THE TOWN CODE AND ALLOW THE TOWN COUNCIL TO ESTABLISH FEES FOR THE COURT BY ADOPTING RESOLUTIONS.
- E.3 Discussion and/or Action [Manager Williams]: Second Reading and Adoption of Ordinance 2018-17, AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING TOWN CODE, TITLE 2 "ADMINISTRATION AND PERSONNEL," CHAPTER 2.20 "COUNCIL PROCEDURE," SECTION 2.20.010 "REGULAR MEETINGS," TO ALLOW THE MAYOR AND COUNCIL TO CANCEL OR RESCHEDULE REGULAR MEETINGS DUE TO HOLIDAYS AND OTHER SPECIAL EVENTS.
- E.4 Discussion and/or Action [Manager Williams]: Second Reading and Adoption of Ordinance 2018-11, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 8 "HEALTH AND SAFETY," CHAPTER 8.10 "PREPARATION OF REFUSE FOR COLLECTION," SECTIONS 8.10.010 "PREPERATION OF REFUSE," 8.10.020 "LOCATION FOR PICK-UP," 8.10.050 "ALTERNATIVE DISPOSAL OF REFUSE" AND 8.10.090 "DUMPING REFUSE" TO IMPROVE THE HEALTH AND WELFARE OF THE TOWN,

TO IMPROVE THE TOWN'S TRASH COLLECTION EFFORTS AND TO ALLOW FOR THE POSSIBILITY OF ENGAGING A PRIVATE ENTERPRISE TO PROVIDE TRASH COLLECTION SERVICE.

- E.5 Discussion and/or Action [Mayor Taylor]: Adoption of Resolution 2018-13, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, APPROVING LANDFILL PROPERTY LEASE PAYMENT TO THE TOWN OF HUACHUCA CITY.
- E.6 Discussion and/or Action [Councilor Wallace]: AUTHORIZATION TO BEGIN THE PROCESS OF PROVIDING NOTICE OF THE INTENDED SALE OF THE PROPERTY KNOWN AS "CAMP NACO" TO THE CITY OF BISBEE.
- E.7 Discussion and/or Action [Mayor Taylor]: Discussion of parking lot plan for access to Town Hall and closure of rear parking lot to the general public.
- E.8 Discussion and/or Action [Director Harvey]: Review of Town's July 4th Celebration.
- E.9 Discussion and/or Action [Manager Williams]: Discussion regarding the Town's Animal Shelter, its services and costs of operation, and proposed changes to the Intergovernmental Agreement with Cochise County regarding the Animal Shelter.
- E.10 Discussion and/or Action [Councilor Welsch]: Council Decision Request regarding Councilmember Commission Assignments and areas of responsibility.
- E.11 Discussion and/or Action [Clerk Fuller]: Acceptance of Andie McDowell's resignation from the Parks and Rec Commission.
- E.12 Discussion and/or Action [Councilor Banks]: Acceptance of John Meister's resignation from the Planning and Zoning Commission.
- E.13 Discussion and/or Action [Mayor Taylor]: Rescheduling of Regular Council Meeting, originally scheduled for August 23, to August 16, due to the Annual League Conference.
- E.14 Discussion and/or Action [Manager Williams]: Authorize staff to declare as surplus the following item(s) to be sold by auction or otherwise disposed of in accordance with Town Policy:
 - Landfill
 - a. Air Compressor
 - b. Wood Chipper
 - Police
 - a. 1993 Chevy Pickup

F. Reports of Current Events by Commission Liaisons and Officers

Mayor

F.1 Library

Councilor Welsch

- F.2 Planning & Zoning
- F.3 Finance
- F.4 Public Safety
- F.5 Parks & Recreation
- F.6 Public Works & Landfill
- F.7 Mayor's Report
- F.8 Town Manager's Report
- F.9 Town Clerk's Report

- Councilor Banks
- Councilor Wallace
- Councilor Butterworth
- Councilor Hirshberg
- Mayor Pro Tem Johnson
- Mayor Taylor
- Manager Williams
- Clerk Fuller

G. Items to be placed on future agendas.

H. Adjournment.

Posted at 5:00pm July 10, 2018 at the following locations:

Town Hall Bulletin Board 500 N. Gonzales Blvd. Huachuca City, AZ 85616	Town Hall Lobby 500 N. Gonzales Blvd. Huachuca City, AZ 85616	Town Website https://huachucacityaz.gov
Huachuca City U.S. Post Office 690 N. Gonzales Blvd. Huachuca City, AZ 85616	Huachuca City Library 506 N. Gonzales Blvd. Huachuca City, AZ 85616	Huachuca City Police Department 500 N. Gonzales Blvd. Huachuca City, AZ 85616

Jennifer A. Fuller

Town Clerk

Note: This meeting is open to the public. All interested people are welcome to attend. A copy of agenda background material provided to the Committee Members, with the exception of material relating to possible executive session, are available for public inspection at the Town Clerk's Office, 500 N. Gonzales Blvd., Huachuca City, AZ 85616, Monday through Friday from 8:00 a.m. to 5:00 p.m. or online at www.huachucacityaz.gov

Individuals with disabilities who need a reasonable accommodation to attend or communicate at a town meeting, or who require this information in alternate format, may contact the Town at 456-1354 (TTY 456-1353) to make their needs known. Requests should be made as early as possible so there is sufficient time to respond.



**MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
MEETING HELD
THURSDAY, JUNE 28, 2018 AT 7:00PM
HUACHUCA CITY TOWN HALL-500 N. GONZALES BLVD. HUACHUCA CITY,
AZ 85616**

MINUTES

A. Call to Order

Mayor Pro Tem

- Pledge of Allegiance
- Roll Call and Ascertain Quorum
- Invocation

Any prayer/invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the prayer/invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker. A list of volunteers is maintained by the Town Clerk's Office and interested persons should contact the Town Clerk's Office for further information.

The meeting was called to order at 7:00PM. The Pledge of Allegiance was led by Mayor Pro Tem Johnson. Roll was called.

Members present:

Members absent:

Mayor Pro Tem Johnson

Mayor Taylor, excused

Councilor Banks

Councilor Butterworth

Councilor Hirshberg

Councilor Wallace

Councilor Welsch

Also present were Town Manager Matthew Williams, Town Clerk Jennifer Fuller, Town Attorney Thomas Benavidez, Finance Director Ha Vu, Library Director Suzanne Harvey, Police Chief James Thies, Fire Chief Peter Bidon and Building Official Dr. Jim Johnson.

The invocation was offered by Deacon Brad Libby of the Mustang Mountain Cowboy Church.

B. Call to the Public

Mayor Pro Tem

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addressed the Public Body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Public Body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

Allyne McFalls addressed the Council regarding her vision for the property known as Camp Naco.

C. Consent Agenda

Mayor Pro Tem

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C.1 Consider approval of the minutes of the Town Council Regular Meeting held on June 14, 2018.

C.2 Consider approval of the Payment Approval Report in the amount of \$54,412.24
Motion to approve the Consent Agenda as presented made by Mayor Pro Tem Johnson, seconded by Councilor Wallace.

6-0 Motion Carried

D. Unfinished Business before the Council

Mayor Pro Tem

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

E. New Business before the Council

Mayor Pro Tem

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E.1 Discussion and/or Action [Attorney Benavidez]: Executive Session Dusk 'til Dawn Cabaret Litigation. The Council will vote to go into executive [closed] session, pursuant to A.R.S. 38-431.03 (A) (3) and (4), to consult with its attorneys regarding the lawsuit filed in Cochise County Superior Court, Case No. CV2017-00126. Following the executive session, the Council may take action to direct the attorneys concerning the case.

Motion to enter into executive [closed] session made by Mayor Pro Tem Johnson, seconded by Councilor Hirshberg.

6-0 Motion Carried

Council entered into executive [closed] session at 7:08p.m. Council re-entered open session at 7:54p.m.

- E.2 Discussion Only [Councilor Wallace]: Monthly Financial Report by Haymore & Forsberg, C.P.A. *Motion to open item for discussion only made by Councilor Wallace, seconded by Mayor Pro Tem Johnson.*

No Action Required

- E.3 Discussion and/or Action [Manager Williams]: Resolution 2018-12, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, ADOPTING CHANGES TO THE TOWN'S PERSONNEL POLICIES CONCERNING HOLIDAY PAY. *Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.*

Motion to approve Resolution 2018-12 made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

6-0 Motion Carried

- E.4 Discussion and/or Action [Mayor Taylor]: Resolution 2018-13, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, APPROVING LANDFILLPROPERTY LEASE PAYMENT TO THE TOWN OF HUACHUCA CITY.

Item was postponed

- E.5 Discussion and/or Action [Director Harvey]: Resolution 2018-15, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, ADOPTING A POOL FEE USE SCHEDULE.

Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

Motion to approve adoption of Resolution 2018-15 made by Mayor Pro Tem Johnson, seconded by Councilor Hirshberg.

6-0 Motion Carried

- E.6 Discussion and/or Action [Manager Williams]: Council Decision Request to direct staff to begin the process of pursuing funding through ADOT for the Huachuca City Transit Program and establish an appropriate bus fare schedule and set fees for advertising on the buses.

Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

Council expressed concern for the one-way fare of \$1.25 inside the town limits of Huachuca City being excessive. After discussion, it was determined the Council will hold a work session regarding the fares for the bus, but staff could begin the process of setting fees for advertising. Jeffrey Ferro suggested the Town define "disabled" very carefully.

Motion to direct staff to begin the process to set fees for advertising on the bus, and schedule a work session to discuss bus fares was made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

6-0 Motion Carried

- E.7 Discussion and/or Action [Clerk Saenz]: First Reading of Ordinance 2018-15, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING TOWN CODE, TITLE 2 "ADMINISTRATION AND PERSONNEL," CHAPTER 2.40 "MAGISTRATE," SECTION 2.40.050 "COURT FEES," TO REMOVE THE FEE SCHEDULE FROM THE TOWN CODE AND ALLOW THE TOWN COUNCIL TO ESTABLISH FEES FOR THE COURT BY ADOPTING RESOLUTIONS.

Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

First Reading only.

No Action Required

- E.8 Discussion and/or Action [Clerk Saenz]: Council Decision Request to direct staff to begin the process of increasing its magistrate court fees and establishing a Court Diversion Program with associated fees.

Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Welsch.

Motion to direct staff to begin the 60 day process to increase court fees and create a diversion program fee was made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth

6-0 Motion Carried

- E.9 Discussion and/or Action [Manager Williams]: First Reading of Ordinance 2018-17, AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING TOWN CODE, TITLE 2 "ADMINISTRATION AND PERSONNEL," CHAPTER 2.20 "COUNCIL PROCEDURE," SECTION 2.20.010 "REGULAR MEETINGS," TO ALLOW THE MAYOR AND COUNCIL TO CANCEL OR RESCHEDULE REGULAR MEETINGS DUE TO HOLIDAYS AND OTHER SPECIAL EVENTS.

Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

First Reading only.

No Action Required

- E.10 Discussion and/or Action [Councilor Wallace]: Council Decision Request to direct staff to begin the process of relinquishing ownership of the property known as "Camp Naco".

Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

Motion to direct staff to begin the process of relinquishing ownership of Camp Naco to an interested party, which could include a direct transfer to the City of Bisbee, provided the party

guarantee the property will be retained as a historical site was made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

6-0 Motion Carried

- E.11** Discussion and/or Action [Manager Williams]: Council Decision Request authorizing Judge Lund's appointment of Judge Leslie Sansone as a pro tem magistrate.
Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

Judge Lund's contract permits her to appoint a pro tem in her absence, with Council's approval.
Motion to approve Judge Lund's appointment of Judge Sansone as a pro tem magistrate was made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

6-0 Motion Carried

- E.12** Discussion and/or Action [Manager Williams]: Council Decision Request to authorize staff to begin the process of pursuing an increase in sales tax for Huachuca City.
Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

Motion to direct staff to begin the process to increase Sales Tax Fees and Revenues made by Mayor Pro Tem Johnson, seconded by Councilor Hirshberg.

6-0 Motion Carried

- E.13** Discussion and/or Action [Manager Williams]: Council Decision Request to authorize staff to begin the process of pursuing a Use Tax for Huachuca City.
Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Welsch.

Motion to direct staff to begin the sixty day process to set Use tax Fees and Revenue made by Mayor Pro Tem Johnson, seconded by Councilor Wallace.

6-0 Motion Carried

- E.14** Discussion and/or Action [Dr. Johnson]: Adoption of Resolution No. 2018-16 approving an Intergovernmental Agreement with Cochise County for Plan Review and Building Inspection Services.

Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilors Banks and Butterworth.

Motion to approve adoption of Resolution 2018-08 made by Mayor Pro Tem Johnson, seconded by Councilor Butterworth.

6-0 Motion Carried

- E.15** Discussion and/or Action [Manager Williams]: Authorize staff to declare as surplus the following item(s) to be sold by auction or otherwise disposed of in accordance with Town Policy:

Landfill

- a. Dump Truck Bed
- b. Trailer Chassis AZ 308066
- c. Ford F250 Crew Cab

Motion to open item for discussion and/or action made by Mayor Pro Tem Johnson, seconded by Councilor Hirshberg.

Motion to declare items as surplus made by Mayor Pro Tem Johnson, seconded by Councilors Wallace and Butterworth.

6-0 Motion Carried

F. Reports by Commission Liaisons and Officers

- F.1 Library
- F.2 Planning & Zoning
- F.3 Finance
- F.4 Public Safety
- F.5 Parks & Recreation
- F.6 Public Works & Landfill
- F.7 Mayor's Report
- F.8 Town Manager's Report
- F.9 Town Clerk's Report

Mayor Pro Tem

- Councilor Welsch
- Councilor Banks
- Councilor Wallace
- Councilor Butterworth
- Councilor Hirshberg
- Mayor Pro Tem Johnson
- Mayor Taylor
- Manager Williams
- Clerk Fuller

G. Items to be placed on future agendas.

H. Adjournment.

Mayor Pro Tem Johnson Mayor Pro Tem Johnson motioned to adjourn the meeting, seconded by Councilor Wallace.

Meeting was adjourned at 9:42pm.

Approved by Mayor Pro Tem Johnson on July 12, 2018

Donna Johnson, Mayor Pro Tem Johnson

Attest: _____
Jennifer A. Fuller, Town Clerk

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on June 28, 2018. I further certify that the meeting was duly called and a quorum was present.

Jennifer A. Fuller, Town Clerk

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1022250							
CopperPoint Mutual Insurance	1008636201	Workmans Comp	07/01/2018	2,609.78	.00		
Total 1022250:				2,609.78	.00		
1022520							
AFLAC	218656	Payroll Deduction	08/27/2018	467.14	467.14	08/27/2018	
Total 1022520:				467.14	467.14		
1022540							
Vision Service Plan	06182018	Vision Ins./30 048730 0001	08/18/2018	160.89	160.89	08/27/2018	
Total 1022540:				160.89	160.89		
1022700							
LegalShield	0104632/08202	employee benefit	08/20/2018	31.90	31.90	08/27/2018	
Total 1022700:				31.90	31.90		
1042220							
Benavidez Law Group, P.C.	67651	Attorney Fees	08/28/2018	4,245.00	.00		
Total 1042220:				4,245.00	.00		
1043122							
Quest Diagnostics	9176923962	Drug Testing/Fuller #15058111	08/28/2018	30.00	.00		
Total 1043122:				30.00	.00		
1043130							
Sunwest Pensions	35638	Plan Year Admin Fee - 3rd Qtr	08/30/2018	45.00	.00		
Total 1043130:				45.00	.00		
1043250							
Sierra Vista Herald	489340/141868	Notice To Bid	08/21/2018	35.88	35.88	08/27/2018	
Total 1043250:				35.88	35.88		
1043290							
Wiset Office Products	1763528	Side Press Bucket/Wringer	08/27/2018	64.97	.00		
Total 1043290:				64.97	.00		
1043360							
Haymore & Forsberg CPA	2512	Accounting Services	07/02/2018	408.25	.00		
Total 1043360:				408.25	.00		
1043470							
Gardner's Garage	02776	Service A/C on Impala	07/02/2018	162.14	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1043470:				182.14	.00		
1043475							
Fleet Services	54738285	fuel expense	06/15/2018	57.07	57.07	06/27/2018	
Total 1043475:				57.07	57.07		
1043480							
Clark Information Systems	108762A	Internet Service	05/22/2018	89.95	89.95	07/09/2018	
Clark Information Systems	110486	Internet Service	06/28/2018	89.95	89.95	06/28/2018	
Caselle, Inc	88895	Contract Support	07/01/2018	712.00	.00		
Total 1043480:				891.90	179.90		
1043640							
ACMA	07012018	Membership	06/29/2018	200.00	200.00	06/29/2018	
Total 1043640:				200.00	200.00		
1043680							
Matthew Williams	07092018	Meals For AZCMA Conf	07/09/2018	72.00	72.00	07/09/2018	
Total 1043680:				72.00	72.00		
1043703							
Code Publishing, Inc.	60508	Municipal Code-Wed Update	06/27/2018	252.45	.00		
Total 1043703:				252.45	.00		
1045120							
Benavidez Law Group, P.C.	67651	Prosecution Fees	06/28/2018	1,298.00	.00		
Total 1045120:				1,298.00	.00		
1045130							
Sunwest Pensions	35838	Plan Year Admin Fee - 3rd Qtr	06/30/2018	45.00	.00		
Total 1045130:				45.00	.00		
1045221							
Thorpe, Jeffrey	TR20170626/0	Court Appointed Legal Fees	06/29/2018	4,820.00	.00		
Total 1045221:				4,820.00	.00		
1045250							
Aaron Parr	06152018	Alternate Magistrate Reimbursem	06/15/2018	100.00	.00		
Total 1045250:				100.00	.00		
1045810							
Cochise County Sheriff's Dept	REFHUAPD06	Inmate Housing	07/03/2018	440.48	.00		
Total 1045810:				440.48	.00		
1048130							
Sunwest Pensions	35838	Plan Year Admin Fee - 3rd Qtr	06/30/2018	45.00	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net invoice Amount	Amount Paid	Date Paid	Voided
Total 1048130:				45.00	.00		
1048840							
Hewlett-Packard Financial Service	600568452	Computer	06/16/2018	681.43	681.43	06/28/2018	
Total 1048840:				681.43	681.43		
1051130							
Sunwest Pensions	35838	Plan Year Admin Fee - 3rd Qtr	06/30/2018	45.00	.00		
Total 1051130:				45.00	.00		
1051360							
Haymore & Forsberg CPA	2512	Accounting Services	07/02/2018	406.25	.00		
Total 1051360:				406.25	.00		
1051480							
Axon Enterprise, Inc.	SI-1541611	Body Camera Licenses & Storage	06/27/2018	2,588.25	.00		
Total 1051480:				2,588.25	.00		
1051470							
Gardiner's Garage	02743	Repair Tire On 2012 Jeep	06/25/2018	21.25	21.25	06/27/2018	
Total 1051470:				21.25	21.25		
1051475							
Fleet Services	54738285	fuel expense	06/15/2018	1,174.20	1,174.20	06/27/2018	
Total 1051475:				1,174.20	1,174.20		
1051505							
The Big Tow	12423	Vehicle Tow Fee	06/30/2018	80.00	.00		
Total 1051505:				80.00	.00		
1051510							
Gingers Auto Title Service, LLC	06282018	title for auction vehicles	06/28/2018	14.00	.00		
Total 1051510:				14.00	.00		
1052102							
Quest Diagnostica	9176623662	New Hire Drug Testing/Client #15	06/26/2018	90.00	.00		
Total 1052102:				90.00	.00		
1052130							
Sunwest Pensions	35838	Plan Year Admin Fee - 3rd Qtr	06/30/2018	45.00	.00		
Total 1052130:				45.00	.00		
052360							
Haymore & Forsberg CPA	2512	Accounting Services	07/02/2018	406.25	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1052360:				408.25	.00		
1052470							
Gila Electronics of Yuma, Inc.	5347	Vehicle Radio	04/03/2018	653.44	.00		
Total 1052470:				653.44	.00		
1052475							
Fleet Services	54738285	fuel expense	08/15/2018	211.70	211.70	08/27/2018	
Total 1052475:				211.70	211.70		
1052480							
TransWorld Network	14378818-081	Internet Services	08/25/2018	64.81	64.81	08/27/2018	
Total 1052480:				64.81	64.81		
1053100							
Whetstone Fire District	2018-013	Intergovernmental Services For FI	07/05/2018	102,600.00	.00		
Total 1053100:				102,600.00	.00		
1053340							
Southwest Gas Corporation	07022018	Utility Service-Gas	07/02/2018	82.61	82.61	07/09/2018	
Total 1053340:				82.61	82.61		
1053480							
FDC Rescue Products	7145	Repair SCBA	08/02/2017	112.54	112.54	08/27/2018	
FDC Rescue Products	7216	Annual Service Spreader, Cutter,	08/17/2017	736.93	736.93	08/27/2018	
FDC Rescue Products	7247	Nozzle Maintenance	10/03/2017	1,341.85	1,341.85	08/27/2018	
Total 1053480:				2,191.32	2,191.32		
1053705							
The Bancorp Bank	416624	Contract # 08240-33014	08/29/2018	4,718.58	.00		
Total 1053705:				4,718.58	.00		
1054290							
SW Building Inspection Service	9354	Postage	08/30/2018	5.00	.00		
Total 1054290:				5.00	.00		
1054360							
SW Building Inspection Service	9354	Contract Services	08/30/2018	4,350.00	.00		
Total 1054360:				4,350.00	.00		
1057380							
Haymore & Forsberg CPA	2512	Accounting Services	07/02/2018	408.25	.00		
Total 1057380:				408.25	.00		
1058460							
Leslies Swimming Pool Supplies	6490016808	Pool Supplies	07/02/2018	80.10	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Leslies Swimming Pool Supplies	6490022241	Pool Supplies	07/05/2018	11.44	.00		
Wist Office Products	1781710	Janitorial Supplies	08/21/2018	94.42	.00		
Total 1058450:				185.86	.00		
1062130							
Sunwest Pensions	35838	Plan Year Admin Fee - 3rd Qtr	08/30/2018	45.00	.00		
Total 1062130:				45.00	.00		
1062290							
Wist Office Products	1781585	Janitorial Supplies	08/21/2018	38.74	.00		
Wist Office Products	1782112	Janitorial Supplies	08/22/2018	81.31	.00		
Total 1062290:				98.05	.00		
1062340							
Southwest Gas Corporation	07022018	Utility Service-Gas	07/02/2018	59.64	59.64	07/09/2018	
Total 1062340:				59.64	59.64		
1062360							
Haymore & Forsberg CPA	2512	Accounting Services	07/02/2018	408.25	.00		
Total 1062360:				408.25	.00		
1062476							
Fleet Services	54738285	fuel expense	08/15/2018	55.52	55.52	08/27/2018	
Total 1062476:				55.52	55.52		
1062481							
Clark Information Systems	108781A	Internet Service	05/22/2018	94.95	94.95	07/09/2018	
Clark Information Systems	110485	Internet Service	06/28/2018	94.95	94.95	06/28/2018	
Total 1062481:				189.90	189.90		
1062703							
Lisa Thompson	27	Alpaca Show	06/22/2018	75.00	75.00	07/09/2018	
Total 1062703:				75.00	75.00		
1062705							
Copygraphix	22881252	Copy Machine Lease/Library	06/22/2018	533.72	533.72	07/09/2018	
Total 1062705:				533.72	533.72		
1065475							
Fleet Services	54738285	fuel expense	08/15/2018	847.88	847.88	08/27/2018	
Total 1065475:				847.88	847.88		
1068340							
Southwest Gas Corporation	07022018	Utility Service-Gas	07/02/2018	45.79	45.79	07/09/2018	
Total 1068340:				45.79	45.79		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1088482							
Truly Nolen Exterminating, Inc	260122104	Pest Control	06/20/2018	44.00	44.00	06/27/2018	
Total 1088482:				44.00	44.00		
1440840							
KS Statebank	3350378/07032	2018 KME Pumper Payment	07/03/2018	43,883.79	.00		
Total 1440840:				43,883.79	.00		
2040200							
AZ Dept of Public Safety	06302018	Additional Assessment	06/30/2018	12.93	.00		
Az State Treasurer	06302018/5135	monthly conversions	07/02/2018	7,398.39	.00		
Cochise County Superior Court	06302018	court revenue/\$1 Assessment	06/29/2018	190.39	.00		
General Fund(Trust)	06302018	monthly court conversions	06/30/2018	11,558.36	.00		
Total 2040200:				19,158.09	.00		
5121350							
Melissa Braswell	4000246/06292	Water Deposit Refund	06/29/2018	3.89	.00		
William Culler	2103260/07022	Water Deposit Refund	07/02/2018	25.00	.00		
Total 5121350:				28.89	.00		
5122200							
AZ Department of Revenue	EFT06302018	Sales Tax	06/30/2018	1,240.78	1,240.78	07/03/2018	
Total 5122200:				1,240.78	1,240.78		
5140110							
Cintas Corporation No. 445	4007181439	Uniform and Rentals/Public Works	06/27/2018	93.88	93.88	06/27/2018	
Cintas Corporation No. 445	4007378780	Uniform and Rentals/Public Works	07/05/2018	93.88	.00		
Total 5140110:				187.76	93.88		
5140130							
Sunwest Pensions	35838	Plan Year Admin Fee - 3rd Qtr	06/30/2018	45.00	.00		
Total 5140130:				45.00	.00		
5140460							
D&M Tire & Wheel	31778	Mount & Tire Seal For Mower	07/05/2018	36.00	.00		
Grainger, Inc	9821018285	PSI Gauge	06/18/2018	112.59	112.59	06/27/2018	
Wist Office Products	1756082	Supplies	06/07/2018	144.40	144.40	06/27/2018	
Wist Office Products	1756517	Supplies	06/08/2018	17.91	17.91	06/27/2018	
Wist Office Products	1757167	Supplies	06/11/2018	13.27	13.27	06/27/2018	
Total 5140460:				324.17	288.17		
5140475							
Fleet Services	54738285	fuel expense	06/16/2018	491.22	491.22	06/27/2018	
Senergy Petroleum LLC	458031	Diesel #2	06/27/2018	429.50	.00		
Total 5140475:				920.72	491.22		
5140510							
Turner Laboratories, Inc	18F0324	Drinking Water Test	06/25/2018	795.00	795.00	06/28/2018	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 5140510:				795.00	795.00		
5140510							
Weber Water Resources	15031	Repalce Pressure Relay At Skyline	06/25/2018	1,000.00	1,000.00	06/27/2018	
Total 5140510:				1,000.00	1,000.00		
5221350							
Bryan Byrnes	4001251/06282	Sewer Deposit Refund	06/28/2018	4.89	.00		
William Culler	2103290/07022	Sewer Deposit Refund	07/02/2018	15.00	.00		
Total 5221350:				19.89	.00		
5240130							
Sunwest Pensions	35838	Plan Year Admin Fee - 3rd Qtr	06/30/2018	45.00	.00		
Total 5240130:				45.00	.00		
5240360							
Valenzuela, Jr. Carlos S.	195830	Contract Labor	07/05/2018	400.00	.00		
Haymore & Forsberg CPA	2512	Accounting Services	07/02/2018	406.25	.00		
Apache Real Estate Investments	7-2018	Contract Service-Water Site Inape	07/01/2018	500.00	.00		
Total 5240360:				1,306.25	.00		
5240702							
Turner Laboratories, Inc	18F0281	Semi-Annual Ground Water	06/29/2018	845.00	.00		
Total 5240702:				845.00	.00		
5440130							
Sunwest Pensions	35838	Plan Year Admin Fee - 3rd Qtr	06/30/2018	45.00	.00		
Total 5440130:				45.00	.00		
5440360							
Haymore & Forsberg CPA	2512	Accounting Services	07/02/2018	406.25	.00		
Total 5440360:				406.25	.00		
5440450							
Batteries Plus	840-P2973226	batteries	06/25/2018	239.85	239.85	06/27/2018	
Total 5440450:				239.85	239.85		
5440475							
Fleet Services	54736285	fuel expense	06/15/2018	298.23	298.23	06/27/2018	
Total 5440475:				298.23	298.23		
5540110							
Cintas Corporation No. 445	4007181439	Uniform and Rentals/Landfill	06/27/2018	96.73	96.73	06/27/2018	
Cintas Corporation No. 445	4007378780	Uniform and Rentals/Landfill	07/05/2018	96.73	.00		
Total 5540110:				193.46	96.73		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5540130							
Sunwest Penslons	35838	Plan Year Admin Fee - 3rd Qtr	08/30/2018	45.00	.00		
Total 5540130:				45.00	.00		
5540285							
BOKF NA	5104046	822029013/Trustee Fee	04/23/2018	1,500.00	.00		
Total 5540285:				1,500.00	.00		
5540380							
Lai Enterprises, Inc	25203	septic clean out scalehouse	08/30/2018	57.75	.00		
Haymore & Forsberg CPA	2512	Accounting Services	07/02/2018	408.25	.00		
J & D Roll Off & Hauling	1839	Clean Up Ft Huachuca	08/27/2018	8,000.00	.00		
McCoy's Septic Pumping Service	3852	Clean Landfill Septic Tank	08/20/2018	180.00	190.00	08/27/2018	
Total 5540380:				8,654.00	190.00		
5540385							
AZ Department of Corrections	D08009201808	Inmate Labor	08/23/2018	36.00	36.00	08/27/2018	
AZ Department of Corrections	D08107201808	Inmate Labor	08/23/2018	208.00	208.00	08/27/2018	
AZ Department of Corrections	D08107201808	Staff OT	08/23/2018	360.87	360.87	08/27/2018	
Total 5540385:				604.87	604.87		
5540480							
Merle's Automotive Supply	16238558	Filters Packer & Scraper	08/28/2018	100.82	100.82	08/27/2018	
Merle's Automotive Supply	16239088	Air Filters	08/28/2018	188.89	.00		
Merle's Automotive Supply	16239828	Credit For Wrong Part	07/08/2018	88.07-	.00		
Northern Safety Co., Inc	40858927	Kohler Repair	07/02/2018	238.02	.00		
Northern Safety Co., Inc	903005703	Eyewear & Gloves	08/28/2018	113.12	.00		
Sparkletts	117434480821	Water	08/21/2018	30.20	.00		
Wlat Office Products	1783589	Trash Bags	08/27/2018	99.19	.00		
Phoenix Welding Supply Co.	RN08183221	Cylinder Rental	08/30/2018	12.98	.00		
Phoenix Welding Supply Co.	SV98849	Flat Stick & Cutting Disk	08/25/2018	33.58	33.58	08/27/2018	
J & D Roll Off & Hauling	1835	One Inch Gravel	08/21/2018	1,850.00	1,850.00	08/27/2018	
Total 5540480:				2,378.29	1,784.18		
5540475							
Fleet Services	54738285	fuel expense	08/15/2018	188.55	188.55	08/27/2018	
Total 5540475:				188.55	188.55		
5540478							
Senergy Petroleum LLC	458031	Red Dyed Diesel #2	08/27/2018	1,278.51	.00		
Total 5540478:				1,278.51	.00		
5540810							
Empire Southwest, LLC	3111887/00541	823F Repairs	07/03/2018	48,823.01	.00		
Empire Southwest, LLC	EMRA0018440	Rental of Scraper	08/28/2018	3,480.23	.00		
GCR Tucson Truck Tire Center	827-70188	Flat Repair	08/22/2018	317.44	317.44	08/27/2018	
Total 5540810:				52,400.68	317.44		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5540840							
Wells Fargo Equipment Finance	2000836035	836H Caterpillar Landfill Compact	06/14/2018	9,431.50	9,431.50	06/27/2018	
Total 5540840:				9,431.50	9,431.50		
Grand Totals:				287,243.19	24,621.81		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.



TOWN OF HUACHUCA CITY COUNCIL DECISION REQUEST (CDR)

Meeting Date: 7/12/18	Agenda Item #: E1
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Subject:	Bus Fares
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Department/Presenter:	Manager Williams
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Type of Action Requested:	<input type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Formal Action/Motion
	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Other	

RECOMMENDATION:

Direct Staff to begin process to raise/begin charging for bus line services.

DISCUSSION:

The Town bus line currently costs \$67,000 per year to operate. Riders ride for free, the only cost to bus riders is if they lose their pass, they pay for a reprint. Staff would propose to begin to charge all bus riders.

The fees will go thru the 60 day process, and would go into place in mid-September. This will help defray some of the operation costs. We will base the fees from similar bus line operations.

Staff will rebuilding the bus line to operate as if it was 5311 grant funded, as we intend to obtain 5311 grant funding in 2019. We plan to partner our bus line with the Sierra Vista bus line. Our bus line would have 4-5 dedicated bus stops in the Huachuca City area, and would make 4-5 daily runs to the Sierra Vista bus station.

We would offer deviation from route for elderly & disabled for a fee.

FINANCIAL ANALYSIS:

Currently we are not charging fees, so staff cannot assess a financial impact at this time. However any financial impact will only be positive.

ALTERNATIVES:

Remain as is, providing bus line services free of charge.

RECOMMENDED MOTION:

I move to adopt _____

I move to direct staff to begin the process to set/increase bus line fees.

Recommended by:

Name of Dept. Director Manager Williams, Town
Job Title Manager

Reviewed and Approved by:

NOTICE OF PROPOSED BUS FARE SCHEDULE

The Town Council will consider adopting a schedule of bus service fares [“fees”] at its meeting on September 13th, 2018, at 7:00 pm, at Town Hall located at 500 N. Gonzales Blvd, Huachuca City, AZ. The fare proposals will be as follows:

- In Town (In HC City limits) \$\$.50
- Regular Fare (1-way to SV) \$1.50
- Elderly & disabled to SV (1 way) \$.75
- All Day Pass \$3.00
- Deviation Pickup (1-way) \$2.00
- 10 ride pass \$10.00
- Monthly pass \$40.00
- Children (under 5 with adult) Free

This proposed fare schedule is authorized by A.R.S. section 9-240, and Town’s Code section 10.30.010. Additional information concerning this proposal is also available on the homepage of the Town’s website.

Vista Transit Bus Routes

There are five bus routes serving the City of Sierra Vista Monday through Friday, plus a Saturday route to Ft. Huachuca. The map on the other side of this EZ Guide shows each of the routes and the major destinations it serves.

Catching Vista Transit at a Bus Stop

You can catch the bus at any signed bus stop. Vista Transit bus stops are located throughout the City of Sierra Vista and Ft. Huachuca. Bus Stop locations are shown on the EZ Guide map.

Bus Schedules

A chart at the bottom of the map shows the hours for each Vista Transit route. For a detailed schedule or help planning your trip, call (520) 417-4888.

Our schedules are also available on line at www.VistaTransit.org.

Our complete printed passenger guide with schedules is available at our Transit Center Office.

Customer Service

Our goal is to provide safe, efficient and reliable transportation for all of our customers, and our staff is trained to provide quality customer service.

Feel free to visit our Transit Center office at 2050 E. Wilcox Drive should you need information, have questions, comments, or suggestions.

You may also call us at (520) 417-4888 or email us at VistaTransit@SierraVistaAZ.gov.

Curbside Service for Persons with Disabilities

Vista Transit's curbside bus service is available Monday through Friday for registered customers with disabilities. Curbside service can pick you up at your home and take you to virtually any destination within the Sierra Vista city limits, then bring you home later for only \$2.00 per one-way trip.

Eligible customers may make an appointment for this service by calling (520) 417-4888. Reservations must be called in 24 hours in advance, Monday through Friday, between the hours of 7:00 am and 4:00 pm. Application forms for curbside services are available at the Transit Center or online at www.VistaTransit.org.

All Vista Transit buses are wheelchair accessible.



Needing the Public of Rights Under Title VI

City of Sierra Vista / Vista Transit

The City of Sierra Vista Transit operates its programs and services without regard to race, color, national origin or disability in accordance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Any person who believes she or he has been subjected to any unlawful discriminatory practice under Title VI may file a complaint with the City of Sierra Vista/Vista Transit.

For more information on the City of Sierra Vista/Vista Transit's civil rights program, and the procedure to file a complaint, contact the Title VI Officer at (520) 417-4888, 2050 E. Wilcox Avenue, Sierra Vista, AZ 85635. For more information, visit www.VistaTransit.org.

A separate complaint may be filed with the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: TCR, 5th Floor - TCR Building, 5th Floor - TCR Building, Jersey Ave., SE Washington DC 20590

Atenció al Público Sobre los Derechos Bajo el Título VI

City of Sierra Vista / Vista Transit

La Ciudad de Sierra Vista Transit, asegura cumplir con el Título VI de la Ley de Derechos Civiles, la Sección 504 de la Ley de Rehabilitación de 1973 y la Ley de Estadounidenses con Discapacidades de 1990 (ADA). El nivel y la calidad de servicios de transporte serán proveídos sin consideración a su raza, color, o país de origen.

Para obtener más información sobre la Ciudad de Sierra Vista/Vista Transit' programa de derechos civiles, y el procedimiento para presentar una queja, visite el sitio web de la Administración de Transporte Federal, FTA, en www.VistaTransit.org.

El usuario presentar un separado queja con Federal Transit Administration (FTA) mediante la presentación de una queja directamente con las oficinas de Derechos Civiles: TCR, 5th Floor - TCR Building, 5th Floor - TCR Building, Jersey Ave., SE Washington DC 20590

Attn: Title VI Program Director

5th Floor - TCR

Washington, D.C. 20590

TTY: (800) 877-8339

Voice: (866) 377-8642

Para información en idiomas distintos del inglés, comuníquese con:

City Clerk, (520) 455-3355 tlf@SierraVistaAZ.gov

Cash Fares

Regular.....	\$1.25
Active Duty Military.....	\$1.00
Senior Citizen (age 65+).....	\$0.75
Disabled Citizens.....	\$0.75
Students (college and under).....	\$0.75
Curb-to-Curb Service.....	\$2.00
Phases (Unlimited Rides)	
Monthly Regular.....	\$40.00
Monthly Discounted*.....	\$24.00
One-Day Pass.....	\$3.00

Book of 20 Tickets

Regular.....	\$25.00
Discounted*.....	\$15.00
Curb-to-Curb Service.....	\$40.00
* Discounted - for seniors, disabled citizens and students	

Holidays – No Bus Service

New Years Day, Martin Luther King, Jr Day, President's Day, Memorial Day, 4th of July, Labor Day, Veterans Day, Thanksgiving Day, Christmas Eve and Christmas Day.

Tarjetas del Autobús Pasajes (sin Límite)

Pase Mensual.....	\$40.00
Pase con descuento*.....	\$24.00
Pase un Día.....	\$3.00

Libro de 20 Boletos

Regular.....	\$25.00
Con descuento*.....	\$15.00
Servicio al domicilio.....	\$40.00
*Para las personas de la tercera edad, los discapacitados y los estudiantes	

Día Festivo – No Hay Servicio de Autobús

Día de Año Nuevo, Martín Luther King, Jr. Día, Día del Presidente, Día de Conmemoración a los Caídos, día 4 de julio, Día del Trabajo, Día de los Veteranos, Día de Acción de Gracias, Navidad y el Día de Navidad.

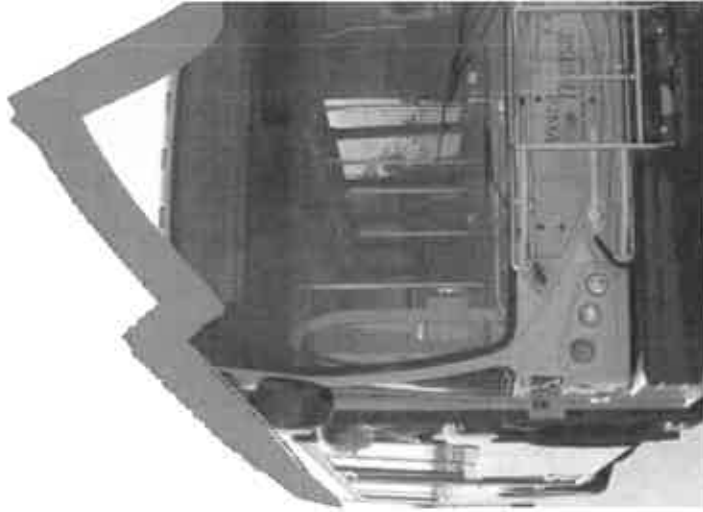
Contact Vista Transit for more information:

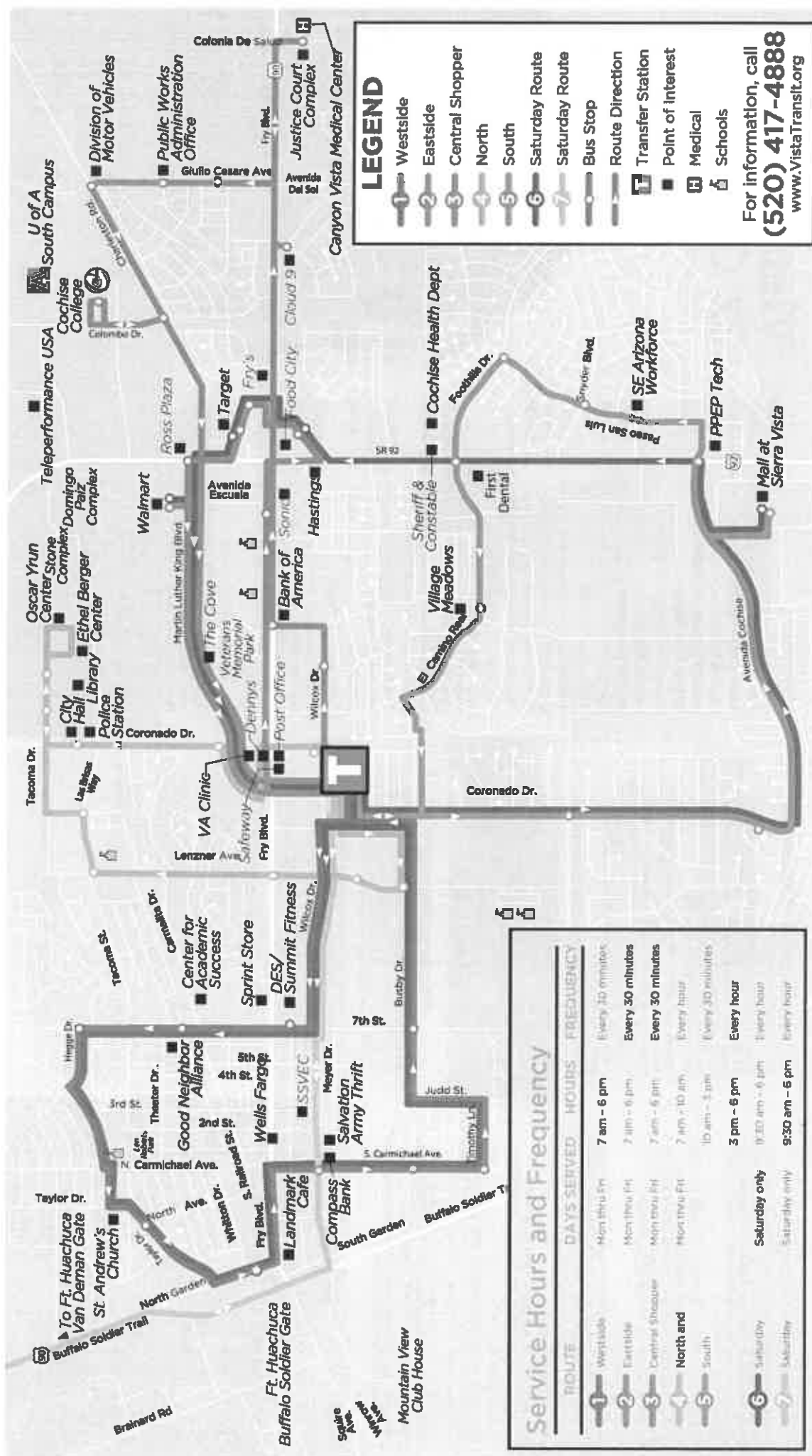
(520) 417-4888

www.VistaTransit.org

Vista Transit EZ Guide

FOR SIERRA VISTA PUBLIC TRANSIT





LEGEND

- 1 Westside
- 2 Eastside
- 3 Central Shopper
- 4 North
- 5 South
- 6 Saturday Route
- 7 Saturday Route
- Bus Stop
- Route Direction
- Transfer Station
- Point of Interest
- Medical
- Schools

For information, call
(520) 417-4888
www.VistaTransit.org

Service Hours and Frequency

ROUTE	DAYS SERVED	HOURS	FREQUENCY
1 Westside	Mon thru Fri	7 am - 6 pm	Every 30 minutes
2 Eastside	Mon thru Fri	7 am - 6 pm	Every 30 minutes
3 Central Shopper	Mon thru Fri	7 am - 6 pm	Every 30 minutes
4 North	Mon thru Fri	7 AM - 10 AM	Every hour
5 South	Mon thru Fri	10 am - 3 pm	Every 30 minutes
6 Saturday	Saturday only	3 pm - 6 pm	Every hour
7 Sunday	Saturday only	9:30 am - 6 pm	Every hour

Four Seasons Connection

About the Four Seasons Connection (FSC) Bus

- Serves Show Low and Pinetop-Lakeside
- Monday - Saturday, 6:30 a.m. - 6:30 p.m.
- **Arrival & departure times are approximate and may vary due to traffic and weather conditions**
- [Bus Route, Stops, and Schedule \(PDF\)](#)
- **Alert!** Stop at Family Fun Park moved to the corner of Kay Street south of FFP.



General Fares (exact change required)

Regular fare	1-way	\$1
Seniors (60+) and Persons with Disabilities	1-way	\$.50
Children under 5 (with paying adult)	1-way	FREE
Deviation Pickup (reservation required with 2 days advance notice) Contact: 928-537-0627 for deviation reservation.	1-way	\$2.00

Multi-Ride Passes

10-Ride Pass	\$7.50
Senior (60+) and Persons with Disabilities, 20-Ride Pass	\$10.00
All Day Pass (one day only)	\$3.00
Monthly Pass	\$30.00
Student Pass (6 months, unlimited) Good on FSC & WMC Student ID required at purchase. NOTE: New rate effective 1/1/2018	\$40.00

Where to Buy Your Pass

Four Seasons Connection bus passes may be purchased at the following locations:

>Show Low City Hall

>Pinetop Safeway

>Bus driver with exact fare (excluding student passes)

>Northland Pioneer College (student passes only)



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616

Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230

ORDINANCE NO. 2018-15

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 2 "ADMINISTRATION AND PERSONNEL," CHAPTER 2.40 "MAGISTRATE," SECTION 2.40.050 "COURT FEES," TO REMOVE THE FEE SCHEDULE FROM THE TOWN CODE AND ALLOW THE TOWN COUNCIL TO ESTABLISH MUNICIPAL COURT FEES BY ADOPTING RESOLUTIONS.

WHEREAS, the Town Council of the Town of Huachuca City has adopted by Resolution No. 84-002 a code known as the Town Code of the Town of Huachuca City, Arizona [the "Code"], and has amended and republished the Code from time to time, as authorized by A.R.S. section 9-240 (B) (28); and

WHEREAS, pursuant to A.R.S. 22-404(E) and the Code section 2.40.050, the Town Council may establish fees for it municipal court programs and services; and

WHEREAS, the Town Council wishes to amend the Code to remove the fee schedule for court programs and services and enable the Council to adopt and amend the schedule by resolution; and

WHEREAS, as required by the Code, section 2.25.040, this Ordinance was first read at a public meeting of the Town Council on June 28, 2018, and at a subsequent meeting on July 12, 2018.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Huachuca City, Arizona, as follows:

SECTION 1. The Code, Title 2 "ADMINISTRATION AND PERSONNEL," Chapter 2.40 "MAGISTRATE," section 2.40.050 "Court Fees," is amended by deleting the current text, and replacing it with the following:

2.40.050 Court fees.

The Town Council, in consultation with the Town Magistrate, shall adopt fees for court programs and services by resolution of the Council.

SECTION 2. All ordinances, parts of ordinances, resolutions, parts of resolutions, policies, and parts of policies in conflict with the provisions of this Ordinance, or any part hereof, are hereby repealed.

SECTION 3. If any section, subsection or portion of this Ordinance is for any reason held to be invalid or unenforceable by the decision of a court of competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

SECTION 4. The Town Clerk is hereby directed, pursuant to the Code, sections 2.25.080 and 2.25.090, to publish this Ordinance as required by A.R.S. 9-812 and 39-204.

SECTION 8. This Ordinance shall not be effective until *[fill in date when Council approves fee resolution]*

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, THIS 12th DAY OF JULY, 2018.

Kenneth Taylor, Mayor

ATTEST:

Jennifer Fuller, Town Clerk

Approved as to Form:

Thomas Benavidez, Town Attorney



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616

Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230

ORDINANCE NO. 2018-17

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING TOWN CODE CHAPTER 2.20 "COUNCIL PROCEDURE" SECTION 2.20.010 "REGULAR MEETINGS," TO ALLOW THE MAYOR AND COUNCIL TO CANCEL OR RESCHEDULE REGULAR MEETINGS DUE TO HOLIDAYS AND OTHER SPECIAL EVENTS.

WHEREAS, the Town Council of the Town of Huachuca City has adopted by Resolution No. 84-002 a code known as the Town Code of the Town of Huachuca City, Arizona [the "Code"], and has amended and republished the Code from time to time, as authorized by A.R.S. 9-240 (B) (28); and

WHEREAS, the Code, Chapter 2.20 "COUNCIL PROCEDURE" Section 2.20.010 "Regular Meetings," provides specific times and days for regular meetings of the Town Council; and

WHEREAS, the Town Council has determined that it would be in the best interests of the Town and its residents to amend the Code to allow the Council to reschedule or cancel regular meetings due to holidays and special events; and

WHEREAS, as required by the Code, section 2-5-4, this Ordinance was first read at a public meeting of the Town Council on June 28, 2018, and at a subsequent meeting on July 12, 2018.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Huachuca City, as follows:

SECTION 1. The Code, Chapter 2.20 "COUNCIL PROCEDURE" Section 2.20.010 "Regular Meetings," is amended by deleting all of the current text, and replacing it as follows.

Chapter 2.20 COUNCIL PROCEDURE

2.20.010 Regular Meetings

Generally, the mayor and common council will hold regular meetings on the second and fourth Thursdays of each month. All regular meetings will be held at 7:00 pm, in the council chambers at Town Hall. The mayor and common council may cancel or reschedule regular meetings due

to holidays and other special events. The Town Manager shall present a recommended meeting schedule to the mayor and council each fiscal year.

SECTION 2. All ordinances, parts of ordinances, resolutions, parts of resolutions, policies, and parts of policies in conflict with the provisions of this Ordinance, or any part hereof, are hereby repealed in their entirety.

SECTION 3. If any section, subsection or portion of this Ordinance is for any reason held to be invalid or unenforceable by the decision of a court of competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

SECTION 4. The Town Clerk is hereby directed, pursuant to the Code, sections 2.25.080 and 2.25.090, to publish this Ordinance as required by A.R.S. 9-812 and 39-204.

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, THIS 12TH DAY OF JULY, 2018.

Ken Taylor, Mayor

ATTEST:

Jennifer Fuller, Town Clerk

Approved as to Form:

Thomas Benavidez, Town Attorney



TOWN OF HUACHUCA CITY COUNCIL DECISION REQUEST (CDR)

Meeting Date: 7/12/18	Agenda Item #: E4
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Subject:	Garbage Ordinance Revisions
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Department/Presenter:	Town Manager
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Type of Action Requested:	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Formal Action/Motion
	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Other	

RECOMMENDATION:

Staff Recommends the 2nd reading and adoption of the trash ordinance revisions.

DISCUSSION:

2nd reading of trash ordinance with several key provisions:

- * Requires all trash to be in a trash bag in a can that fully closes. No protruding trash. Only items in can will be picked up.
- * Requires all trash customers to use city trash cans. Requires all residents to use city trash service.
- * Requires any residential trash service in town to bring trash to town landfill.
- * Places the placement of trash can issue on residents rather than town trash service.
- * Amends trash ordinance so that if municipal trash is privatized the ordinance is already prepared for the change.

FINANCIAL ANALYSIS:

Publication fees will cost between \$1000-\$2000 due to publication requirements on ordinances.
Less loose paper clean up at landfill, reduced workers comp liability risk on trash driver.

ALTERNATIVES:

Leave ordinance as-is currently.

RECOMMENDED MOTION:

I move to adopt _____
I move to adopt ordinance 2018-11.

Recommended by:
<i>Name of Dept. Director</i> Town Manager, Matthew <i>Job Title</i> Williams

Reviewed and Approved by:



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616

Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230

ORDINANCE NO. 2018-11

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 8 "HEALTH AND SAFETY," CHAPTER 8.10 "PREPARATION OF REFUSE FOR COLLECTION," SECTIONS 8.10.010 "PREPARATION OF REFUSE," 8.10.020 "LOCATION FOR PICK-UP," 8.10.050 "ALTERNATIVE DISPOSAL OF REFUSE" AND 8.10.090 "DUMPING REFUSE" TO IMPROVE THE HEALTH AND WELFARE OF THE TOWN, IMPROVE THE TOWN'S TRASH COLLECTION EFFORTS AND TO ALLOW FOR THE POSSIBILITY OF ENGAGING A PRIVATE ENTERPRISE TO PROVIDE TRASH COLLECTION SERVICE.

WHEREAS, the Town Council of the Town of Huachuca City has adopted by Resolution No. 84-002 a code known as the Town Code of the Town of Huachuca City, Arizona [the "Code"], and has amended and republished the Code from time to time, as authorized by A.R.S. section 9-240 (B) (28); and

WHEREAS, pursuant to A.R.S. section 49-741, the Town is responsible for ensuring that there is safe and sanitary disposal of solid waste generated within its jurisdiction, but need not duplicate a service provided by a private enterprise; and

WHEREAS, pursuant to A.R.S. section 49-746 (B), the Town shall prescribe rules for the delivery of recycling and solid waste management services for commercial, industrial and multifamily residential properties that promote availability of these services and competition in the delivery of these services; and

WHEREAS, the Town Council wishes to amend the Code to improve trash collection activities within the Town, and to allow for the possibility of engaging a private enterprise to provide this service; and

WHEREAS, as required by the Code, section 2.25.040, this Ordinance was first read at a public meeting of the Town Council on April 26, 2018, and at a subsequent meeting on July 12, 2018.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Huachuca City, Arizona, as follows:

SECTION 1. The Code, Chapter 8.10 "PREPARATION OF REFUSE FOR COLLECTION," Section 8.10.010 "Preparation of Refuse," is amended as follows, with deletions in ~~strike through~~ and additions in underlined text:

8.10.010 Preparation of refuse.

All refuse shall be prepared for collection or disposed of as follows:

A. Garbage. All garbage shall be drained of excess liquids and placed in plastic bags prior to loading it into the container for collection, excepting business establishments accumulating large quantities of garbage daily shall not be required to wrap garbage; provided, the containers are maintained in a sanitary condition by thorough washing following each collection. The customer town or other collectors authorized by and under contract with the town shall furnish containers for the accumulation, storage and collection of all garbage. Such containers shall be tightly covered and be of rust-resistant metal or plastic and shall have handles on the outside. The maximum capacity of each container shall not exceed 35 gallons and loaded for collection shall not exceed 96 gallons for the single residential can and 300 gallons for the community can. The maximum capacity of the can loaded for collection shall not exceed 75 pounds in weight for the 96 gallon can and shall not exceed 250 pounds in weight for the 300 gallon can. Garbage should not be protruding from the can such that the container lid cannot be completely closed. Such containers shall be kept in good repair and in a sanitary condition. Any refuse left outside the container shall not be picked up by the service provider, but shall be the responsibility of the customer. Containers found to be no longer serviceable through disrepair or maintained in an unsanitary condition may be condemned by the town for further use. Legal notice of such condemnation shall consist of a label or tag affixed to the container. Receptacles not placed in a satisfactory condition or replaced within 15 days of said notice may be removed and destroyed by the town.

B. Trash. Trash shall be placed in containers ~~or tied in bundles~~ by the customer and set out for collection. Containers ~~may~~ shall be the garbage containers described above, or boxes not exceeding three square feet by four feet deep. In any event, the weight of a loaded container or bundle shall not exceed fifty pounds. Customers wishing to retain disposal boxes should mark the box "SAVE" in a readily seen manner.

C. Brush. ~~Brush shall be cut into such a size that one person can readily load the individual pieces into a truck or chipper, shall be piled in neat order with all long branches parallel to one another and shall have all metal or foreign materials removed~~

~~to facilitate chipping. All brush shall be disposed of by the owner, tenant or occupant of the premises.~~

D. *[unchanged]*

E. *[unchanged]*

F. Dangerous Waste. ~~Dangerous wastes shall be placed in a proper container, plainly marked "DANGER." The town reserves the right to deny service for certain dangerous wastes and to require~~ requires the customer to properly dispose of it by other lawful means.

G. *[unchanged]*

SECTION 2. The Code, Chapter 8.10 "PREPARATION OF REFUSE FOR COLLECTION," Section 8.10.020 "Location for Pick-up," subsection (A), is amended as follows, with deletions in ~~striketrough~~ and additions in underlined text:

8.10.020 Location for pick-up.

A. All refuse prepared for collection shall be placed at the rear of the lot, at the edge of the alley and in an easily accessible manner, providing such alley exists and is used as a refuse collection route. Where alleys do not exist or are not open for refuse service, refuse shall be set at the back of the street curb on the sidewalk or parkway. All containers ~~and piles of refuse~~ shall be so located as to not block the alley, sidewalk or gutter, or otherwise be a hazard to pedestrian or vehicular traffic. It is the homeowner, business owner or tenant's responsibility to make sure the trash container can be picked-up by the trash truck without it being obstructed. Trash containers that are blocked by cars or other items will not be picked-up by the trash truck. Trash containers that are not set out for pick-up as scheduled will not be emptied during that trash cycle. No special routes will be driven to accommodate customers who failed to have their containers ready for pick-up.

SECTION 3. The Code, Chapter 8.10 "PREPARATION OF REFUSE FOR COLLECTION," Section 8.10.050 "Alternative Disposal of Refuse," is amended as follows, with deletions in ~~striketrough~~ and additions in underlined text:

8.10.050 Alternative disposal of refuse.

A. ~~Except as provided in this section, no~~ No owner, tenant, lessee, occupant or other person in possession of any building, structure or premises within the town shall avoid

or refuse to accept the garbage and trash disposal services provided for in this chapter. Any such avoidance or refusal shall not exempt such person from the payment of the charges for such services.

~~B. Any owner, tenant, lessee, occupant or person in possession of any building, structure or premises within the town shall have the right to make other provisions for the collection, removal and disposal of his garbage and trash in such manner and at such place as shall be first approved by the clerk, and it shall be unlawful for any person, failing to use the town provided service, to fail to make town approved provision for the regular disposal of his garbage and trash at a dump approved by the town. Every owner and occupant of premises within the town limits shall use the refuse collection and disposal system herein provided, and shall deposit or cause to be deposited in accordance with this article, all rubbish and garbage that is of such nature, that is perishable or may decompose, or may be scattered by wind or otherwise, which is accumulated on such premises.~~

SECTION 4. The Code, Chapter 8.10 "PREPARATION OF REFUSE FOR COLLECTION," Section 8.10.090 "Dumping refuse," is amended as follows, with deletions in ~~striketrough~~ and additions in underlined text:

8.10.090 Dumping refuse.

A. For the purpose of the protection and preservation of the health and welfare of the inhabitants of the town, it is hereby established that the place for the dumping and depositing of refuse and garbage shall be the Huachuca City Landfill located at 600 Skyline Drive, Huachuca City, AZ 85616 within the town and use of any other site within the town shall constitute unlawful dumping. It is unlawful for any person to place or cause to be placed any refuse upon any public or private property within the town, except as specifically permitted in this chapter.

B. The rules and regulations governing use of the town landfill site shall be those established by the town.

SECTION 5. All ordinances, parts of ordinances, resolutions, parts of resolutions, policies, and parts of policies in conflict with the provisions of this Ordinance, or any part hereof, are hereby repealed.

SECTION 6. If any section, subsection or portion of this Ordinance is for any reason held to be invalid or unenforceable by the decision of a court of competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

SECTION 7. As provided in the Code, Section 1.05.110, any person found guilty of violating any provision of the Code, including this Ordinance, shall be guilty of a misdemeanor, and upon conviction thereof shall be punished by a fine of not to exceed one thousand dollars or by

imprisonment for a period of not to exceed six months, or by both such fine and imprisonment. Each day that a violation continues shall be a separate offense punishable as hereinabove described.

SECTION 8. The Town Clerk is hereby directed, pursuant to the Code, sections 2.25.080 and 2.25.090, to post this Ordinance in three or more public places within the Town, and to publish this Ordinance as required by A.R.S. 9-812 and 39-204.

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, THIS 12th DAY OF JULY, 2018.

Kenneth Taylor, Mayor

ATTEST:

Jennifer Fuller, Town Clerk

Approved as to Form:

Thomas Benavidez, Town Attorney



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616

Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230

RESOLUTION NO. 2018-13

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, APPROVING PAYMENT FROM THE LANDFILL ENTERPRISE FUND TO THE TOWN'S GENERAL FUND FOR USE OF THE TOWN'S REAL PROPERTY FOR LANDFILL ENTERPRISE PURPOSES.

WHEREAS, pursuant to its ADEQ permit, A.R.S. section 49-701, *et seq.*, and Town Code Chapter 8.30, the Town operates a solid waste landfill, and the landfill is operated as an enterprise of the Town; and

WHEREAS, the landfill is situated on land owned by the Town; and

WHEREAS, pursuant to A.R.S. section 49-742, the Town may set rates for its solid waste management services, based upon, among other things, the costs of operating the landfill; and

WHEREAS, part of these costs is the cost of the real property used for the landfill; and

WHEREAS, the Town Manager has studied the value of the real property to the landfill operation, and has determined that the landfill enterprise should pay \$571,193, annually, to the Town's general fund for use of the property; and

WHEREAS, the Town Council has reviewed the recommendation of the Town Manager and finds that the payment of \$571,193, annually, from the landfill enterprise to the Town's general fund is in the best interests of the Town and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Huachuca City, as follows:

SECTION 1. The landfill enterprise shall pay to the Town's general fund \$571,193, annually, for use of the Town's real property. This annual fee of \$571,193 consists of 2 components: \$50,738 in property value and \$520,455 in royalties paid to the Town from tonnage fees paid to the landfill.

SECTION 2. All ordinances, parts of ordinances, resolutions, parts of resolutions, policies, and parts of policies in conflict with the provisions of this Resolution, or any part hereof, are hereby repealed.

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, THIS 12th DAY OF JULY, 2018.

ATTEST:

Ken Taylor, Mayor

Approved as to Form:

Jennifer Fuller, Town Clerk

Thomas Benavidez, Town Attorney

FORT NACO PROJECT PROPOSAL

**Huachuca City Hall
500 N Gonzales Blvd.
Huachuca City, AZ 85616**

**Buffalo Women Rising
435 C South Carmichael Ave.
Sierra Vista, AZ 85635**

SUBJECT: To acquire Fort Naco

PURPOSE: To acquire Fort Naco for renovation of the buildings and to preserve the significant military history of Fort Naco. To utilize the adobe buildings and property as a Museum for learning the history of that era and use as an Education and training center that will represent the importance of the cultural impressions of that era and south west region.

BACKGROUND: The important role of the Buffalo Soldier and the history of Fort Naco is one that deserves remembering and restoring for the generations that follow to understand what the Buffalo Soldiers have imprinted on this earth and to this nation.

VISION: Our vision is to have African American Veterans and Civilian women (Buffalo Women) to recreate what life was like in the Southwest during the time period. We want to reflect and remind those in the Southwest region as well as those who will visit and hear the history of Fort Naco and the importance the Buffalo Soldiers at that time played in the History of being the mediators and protectors of the Naco, Arizona border.

We are targeting the under served population of the Indigenous people who lived on the land in harmony and respect of mother earth.

The History of Fort Naco is truly one that deserves remembering and restoring for the generations that follow and to grasp physically what the ancestors of the descendants of the Buffalo Soldiers have imprinted on this earth and nation. The History of how the Buffalo Soldiers were used and how they

contributed to this area (The South West) and to secure the Mexican /American border in Naco Arizona; is well worth our time as African Americans and Indigenous people. This school will be utilized by African Americans & Indigenous Native people.

THE NAME: We have chosen the name **Williams Cathay Training & Engineering Institute;** is appropriate for representing what the African American Woman has contributed in the military in CIRCA 1800. William Cathay disguised herself as a man and joined the free Army in order to be independent and earn herself a living. She is the only documented African American woman in that time and was given an honorable discharge but could not collect her pension because of her misrepresented medical records. She was also a very successful entrepreneur in the Hospitality field. She ran a boarding house along side her mother and was a seamstress and worked in a laundry mat. Cathay was trained a cook in the Union army and served as a cook during her enlistment. That being said is why I was inspired to use her in the naming of the school.

BENEFITS: This school will help melanated veteran & civilian women become teachers, mentors, instructors and engineers to other women who need sustainable skills and their families but not to exclude men or children of the community.

We will also provide those who are teachers mentors & instructors with affordable and temporary housing on the school's premises. One of the houses that will be utilized by myself as the proprietor of the camp. There are 5 cottages within the camp grounds that can be utilized and four houses on the adjacent side of the road from the camp that will provide temporary housing for those who are in need.

In this school we will provide teachers and instructors to mentor and hold apprenticeships for the youth as well as the adult women who are interested in using the ancestral ways of sustainable & renewable living. Preparing to get back in alignment with the universe through holistic healing, natural and organic practices. This school will serve as an educational tool to prevent the cost of poverty spreading through the communities of indigenous people.

The school will provide education in how to attain medical care, how to become independent of the well fare system and provide a brighter and more vibrant future for the up and coming generations. We mean to change the way that the impoverish can live in the 21st century and future through knowledge and training that we can provide in this vision of Fort Naco.

Each building or barracks will be utilized for different activities specific to training for a particular skill. Here are some things we would like to teach at the Fort Naco.

- 1. Health & Wellness (Holistic Healing)**
- 2. Energy Work (Reiki)**
- 3. Boot Camp for outdoor survival. (building fires & etc.)**
- 4. How to build a Tee Pee**
- 5. How to build shelter in the desert (tiny houses)**
- 6. How to grow organic vegetable and fruits (Organic garden)**
- 7. Water Harvesting**
- 8. Quilting**
- 9. Sewing (for reconstructing garments for reenactments)**
- 10. Etiquette**
- 11. Music (native drumming and spiritual practices)**
- 12. Drum Making**
- 13. Theatrical Reenactments (wagon training)**
- 14. Service Dog Care Training & Communication**

SUSTAINABILITY: Here are some ideas we can implement to sustain the renovation of Fort Naco

- > Museum Fees**
- > Grants**
- > Markets (monthly)**
- > Buffalo Soldier Ralleys**
- > Tours**
- > Classes**
- > Camp activities**
- > Native merchandise**
- > Donations**

PROJECTED TIME OF COMPLETION: 3 TO 5 YEARS



TOWN OF HUACHUCA CITY COUNCIL DECISION REQUEST (CDR)

Meeting Date:		Agenda Item #:	
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Subject:	
-----------------	--

Department/Presenter:	
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Type of Action Requested:	<input type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Formal Action/Motion
	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Other	

RECOMMENDATION:

DISCUSSION:

FINANCIAL ANALYSIS:

ALTERNATIVES:

RECOMMENDED MOTION:

I move to adopt _____

Recommended by:
<i>Name of Dept. Director</i> <i>Job Title</i>

Reviewed and Approved by:

#

**AGREEMENT BETWEEN HUACHUCA CITY AND COCHISE COUNTY
FOR OPERATION OF AN ANIMAL SHELTER**

The Town of Huachuca City (hereinafter the "Town"), and the County of Cochise, State of Arizona (hereinafter the "County"), hereby agree to operate an Animal Shelter according to the provisions set forth herein. This agreement is authorized by A.R.S. Section 11-952 and Section 24-971(A), and the resolutions of the Town and County annexed as Exhibits to this agreement.

WHEREAS, the Town and County jointly constructed an Animal Shelter within the Town of Huachuca City in 1987;

WHEREAS, the Town wishes to continue use of this shelter for confinement of dogs and other animals that come into the custody of the Town's employees in the performance of their official duties, and

WHEREAS, the County wishes to continue use of this shelter for the confinement of dogs and other animals that come into the custody of the County enforcement agent, as that term is used in A.R.S. Section 11-1609 or any successor statute, in the performance of their official duties;

NOW THEREFORE, it is mutually agreed that the Town and County shall establish, operate and maintain a shelter upon the following terms and conditions:

(1) TERM:

The duration of this Agreement shall be from July 1, 2003 until terminated by a party, provided that the Agreement shall be effective only when it is recorded in the Cochise County Recorder's office. This Agreement supersedes and replaces all prior Agreements between the parties for the operation of an Animal Shelter in Huachuca City.

(2) RESPONSIBILITIES OF PARTIES:

(A) RESPONSIBILITY OF TOWN:

(1) The Town shall furnish the shelter located on following land, to which Town shall retain title:

Those portions of Lots two (2) and three (3) and the Southwest quarter of the Northeast quarter of Section eight (8), in the Township Twenty-one (21) South, Range Twenty (20) East of the Gila and Salt River Basins and Meridian, in the County of Cochise, State of Arizona, more particularly described as follows:

Beginning at the Northeast corner of said Lot (3); thence South (0) degrees (00) minutes (15) seconds West, along the easterly line of said Lot (3) identical with the westerly line of the Ft. Huachuca Military Reservation, a distance of 261.23 feet; thence North 89

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degrees 54 minutes 45 seconds west 79.85 feet to a point on the easterly line of a street dedicated by instrument recorded March 28, 1960, in Docket 242, at page 3; thence North 01 degree 10 minutes 45 seconds East, 231.25 feet along the easterly line of said street; thence North 58 degrees 12 minutes east, 83.08 feet to the point of beginning.

(2) The Town shall be responsible for operating the shelter, paying all expenses associated with operation of the facility.

(3) Town shall provide manpower to fully operate the shelter. Town shall collect applicable revenues for County animals and shall be responsible for issuing receipts and turning over such collected funds to the County.

(4) The Town Clerk shall also provide an annual budget for the operation and maintenance of the shelter at least ninety (90) days prior to the beginning of each fiscal year, including an accounting of the animals housed/euthanized for the County, and submit it to the County for review and approval.

(B) RESPONSIBILITIES OF COUNTY:

(1) The County shall pay the town the sum of three thousand five hundred dollars for each month, or part thereof, for actual and reasonable operational costs of the facility.

(2) Payment by County shall be made upon receipt of Demands for payment in accordance with applicable County purchasing procedures.

(C) RESPONSIBILITIES OF BOTH PARTIES:

(1) Town shall perform all maintenance and repairs of the facility. If expansion of the facility is required, the Town will provide the labor and the County will provide the materials, if there has been prior written approval by the County Administrator for the County and Town Administrator for the Town for such expansion.

(2) County will provide the syringes and the euthanatic chemicals.

(3) The Town and County shall each maintain a minimum of One Million Dollars of liability insurance covering personal injury and property damage caused by the operation of the animal shelter, and particularly insuring against damage caused by animals and animal bites. Each party agrees to be responsible for any and all liability for damages to the extent attributable to negligent or wrongful acts of its officers, agents or employees.

(3) OPERATION:

All animals, which come into the custody or control of the shelter, shall be treated in accordance with all applicable statutes, rules and regulations of the State of Arizona or any duly authorized agency or political subdivision thereof, and in any case, humanity. The shelter shall be operated so as to conform to any reasonable guidelines for shelters

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which are propounded by the Society of the Prevention of Cruelty of Animals. The day-to-day operation of the shelter shall be the responsibility of the Town.

(4) TERMINATION:

Either the Town or the County may terminate this Agreement upon giving the other party thirty (30) days written notice of its intention not to renew the agreement or upon 60 days written notice if during the fiscal year. Upon termination, the Town shall pay to the County a sum equal to the cost of materials for any buildings and personal property paid for by the County within 180 days of the date of termination, pursuant to an appraisal by an independent appraiser hired by the County and agreed to by the Town.

(5) CANCELLATION:

This Agreement may be cancelled as provided in A.R.S. 38-511, the pertinent provisions of which are incorporated herein by reference.

APPROVED:

Cochise County Board of Supervisors

Town of Huenobaa City

Patrick Cull
Board of Supervisors, Chairman

George Nethan
Mayor, Huenobaa City

ATTEST:

Nedine Packman, Clerk

APPROVED AS TO FORM AND WITHIN THE POWER AND AUTHORITY GRANTED UNDER THE LAWS OF THIS STATE TO THE RESPECTIVE PUBLIC AGENCY:

Attorney, Cochise County

Attorney, Huenobaa City

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FIRST AMENDED

INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF WILLCOX AND COCHISE COUNTY FOR THE OPERATION OF AN ANIMAL SHELTER

The City of Willcox ("City") and the County of Cochise ("County") hereby agree to operate an Animal Shelter in the Willcox area subject to the terms and conditions indicated herein. This agreement is authorized by A.R.S. § 11-1013 and A.R.S. § 11-952.

WHEREAS, the County constructed an Animal Shelter in the Willcox area to be used for impounding dogs and cats; and

WHEREAS, this facility is currently being used to meet the City's needs for these same purposes; and

WHEREAS, City staff provides for the operation and routine maintenance of this facility and assists the County in enforcing the animal control laws in the area; and

WHEREAS, it is in the best interests of both parties to continue to operate this facility and to conduct these activities jointly to maximize the public benefits that can result from the cooperative use of the resources that are available to each.

NOW THEREFORE, it is mutually agreed that the City and the County shall continue to operate and maintain the Animal Shelter in the Willcox area and to enforce the applicable animal control laws in the area upon the following terms and conditions:

1. The County agrees to continue to provide an Animal Shelter, in the Willcox area.

2. The City agrees to continue to assume responsibility for operating the facility as a joint City and County Animal Shelter, and for providing all of the staff required. This responsibility includes, but is not limited to, providing food, water, sanitation services, daily outdoor exercise, and other requirements for the animals located there; for providing all necessary utility services; and for providing all of the administrative services required for this facility. The City also agrees to use proper pest control to prevent the spread of pests to the animals in the Shelter. The County hereby assigns and transfers to the City the right to enter, use and operate this facility for these purposes.

a. **Hours of Operation:** The City agrees that the Animal Shelter shall be staffed from 9:00 a.m. to 3:00 p.m. on all Tuesdays through Fridays, and from 9:00 a.m. to noon on all Saturdays. Upon request by the County, the City will provide time sheets verifying staffing of the Shelter for these hours.

3. The City hereby agrees to accept all of the dogs and cats that are delivered to the facility by County staff and County residents, in the same manner as such animals from the

City area are accepted, subject to the availability of adequate space for these animals. The City further agrees to manage and dispose of all animals that are accepted at the facility in accordance with all applicable laws, rules and regulations of the State of Arizona and of the United States and to operate this facility in accordance with all applicable laws, rules and regulations. The County agrees that if its representatives are unwilling to allow the City time to find placement of County animals, that the County's agents will dispose of those animals at the County's expense. The City shall provide the County with access to the facility, including keys or combinations, as necessary for the County staff to be able to enter the facility at any time that access may be required. County staff using such facility shall follow all policies, procedures and guidelines established by the City in the operations of the facility, including specifically completing standard paperwork and following established procedures for incoming animals. Any change in City policies, procedures and guidelines regarding the operation of the Shelter shall first be reviewed and approved by the Sheriff's Office.

4. The City shall collect all of the fees applicable to the animals that are delivered to the facility from the County jurisdiction, shall maintain a record of all such payments, and shall issue receipts for these payments.

5. The City shall be entitled to compensation from the County for the animal care services that it provides pursuant to this Agreement. The amount of compensation shall be adjusted based upon the proportionate volume of City and County animals housed at the facility and the operating costs incurred by the City to operate the facility. Prorated cost percentage will be based on an average of animal volume for the preceding three fiscal years. The adjustment will be done by mutual agreement on an annual basis throughout the term of this agreement.

FY 2017 County cost allocation based on a three year average portion of 63% County animal volume: \$46,995

6. The City shall maintain the facility in good and safe condition and shall surrender the same, at termination hereof, in as good condition as received, normal wear and tear excepted. The City will be responsible for providing routine and preventative maintenance to the facility. The term "routine maintenance" includes each separate maintenance activity that does not exceed the total cost of \$1,000 dollars for labor and materials. The City is responsible for all costs necessary to repair the facility as a result of any vandalism or destruction caused by the City or any of its employees or agents. The County will resume responsibility for any repairs and improvements that may be required that are beyond the scope of routine maintenance to include acts of God.

7. This Agreement shall be in effect upon its approval by the respective governing bodies and recording with the Cochise County Recorder. This Agreement shall be automatically renewed for successive fiscal years for ten (10) consecutive years unless either party provides written notice of its intent to terminate the Agreement not less than ninety (90) days prior to the start of the next fiscal year.

8. This Agreement may be cancelled as provided in A.R.S. § 38-511, pursuant to the terms of that statute.

9. Each party may at any time request an amendment to this Agreement. This Agreement is subject to amendment upon the mutual consent of the respective governing bodies, by the approval of a formal written amendment to this Agreement. On at least an annual basis, the parties shall meet, through their respective representatives, to discuss the operations of this facility and the needs of each party for any changes to this Agreement or the applicable procedures, as may be necessary to best accomplish the purposes of this Agreement.

10. The County shall defend, hold harmless, and indemnify the City, its officers, agents and employees, from all claims, demands, suits, damages or loss ("claims") that result from the negligence or intentional torts of the County, its agents, officers and employees, in the performance of this Agreement, but only to the extent that such claims arise from such negligence or intentional torts. The City shall defend, hold harmless and indemnify the County, its officers, agents and employees, from all claims, demands, suits, damages or loss ("claims") that result from the negligence or intentional torts of the City, its agents, officers, and employees, in the performance of this Agreement, but only to the extent that such claims arise from such negligence or intentional torts. The extent of the foregoing liabilities shall be limited to and determined by the respective fault of the parties, their agents, officers and employees, in comparison with others (including, but not limited to, the other party) who may have contributed to or in part caused any such claim to arise. This duty to defend, indemnify and hold harmless is not negated or otherwise limited by the characterization of the underlying duty as a "non-delegable duty" for which either party may be vicariously liable, as a matter of law.

IN WITNESS WHEREOF, the Parties have authorized the designated officials indicated below to execute this agreement indicating their respective approval.

COCHISE COUNTY SHERIFF

Mark Dannels
Sheriff

COCHISE COUNTY:

Peggy Judd
Chair, Cochise County Board of Supervisors

ATTEST:

CITY OF WILLCOX:

Mike Laws
Mayor, City of Willcox

ATTEST:

Arlethe G. Rios
Clerk, Board of Supervisors

APPROVED AS TO FORM:

Britt Hanson
Chief Civil Deputy, County Attorney
Cochise County

Crystal Hadfield
Clerk, City of Willcox

APPROVED AS TO FORM:

Ann P. Roberts
City Attorney, City of Willcox



TOWN OF HUACHUCA CITY COUNCIL DECISION REQUEST (CDR)

Meeting Date: July 12, 2018	Agenda Item #: E.10
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Subject:	The assignment of the council members, including the mayor to specific areas.
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Department/Presenter:	Walt Welsch
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Type of Action Requested:	<input type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Formal Action/Motion
	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Other	

RECOMMENDATION:

To include an assignment for the mayor to be responsible for the oversight of Administration to include the City Manager and main office staff. This assignment to be directly defined in the code with the list of assignments to be made for the rest of the council members by the mayor as is the current situation.

DISCUSSION:

It needs to be included in the city code and be directly assigned to the mayor

FINANCIAL ANALYSIS:

No impact

ALTERNATIVES:

no change...not recommended

RECOMMENDED MOTION:

I move to adopt _____

The above recommendation.

Recommended by:

Walter Welsch

Name of Dept. Director Council member
Job Title

Reviewed and Approved by:

Andie McDowell

July 6, 2018

**Jennifer Fuller
Interim Town Clerk
Town of Huachuca City
500 Gonzales Blvd
Huachuca City, AZ, 85616**

Dear Jennifer Fuller:

Please accept this letter as formal notification that I am leaving my position with Huachuca City Parks & Rec Commission on September 1, 2018.

Thank you for the opportunities you have provided me during my time with the commission. I am more than grateful to have had the opportunity of working with the Town of Huachuca City and serving the community.

Sincerely,

Andie McDowell

Andie McDowell

19 June 2018

**Town of Huachuca City
Mayor and City Council
Town Manager**

Effective immediately I am resigning from the Planning and Zoning Commission.



John C. Meister

Library Report – July 12th

- Summer reading kicked off on Monday, June 4th. Approximately 55 children are currently enrolled in the program.
- Hotspots were a big hit. All were checked out almost immediately. There is currently a wait list. Have received lots of positive feedback.
- Attended Library Institute in Flagstaff June 4th through June 8th. It was very rewarding training and well-worth attending.
- In June we received two Summer Splash donations from private citizens which totaled \$1,500. We were able to send 6 children who otherwise would not have been able to attend to summer splash. We will still have enough money for scholarships next year.
- I met several times with a representative from Southwest Gas in June regarding our Back To School Night (scheduled for Wed, August 1st from 5:00 pm – 7:00 pm). Their contract company, Northern Pipeline, purchased 300 backpacks (\$940.00) for the event. SWGAS will also provide assistance with both supplies and packing the backpacks. Check out their website at: www.swgas.com. They have a fantastic volunteer organization.
- Library staff meeting and training held on Monday, June 25th. Important policy changes regarding fees, hotspot checkout policy & procedures, trespassed individuals, maintaining a log & serious incident documentation, and other issues were discussed. Future meetings will be held on the last Monday of every month.
- Huge thanks to the mayor, councilors, and staff, as well as Whetstone Fire District, who made our 4th of July Celebration a success. Great teamwork—visible and appreciated by the public! A big thank you also to Walmart, George Nehern, and Jim Goad for their contributions to the event.



BUILDING OFFICIAL/ZONING ADMINISTRATOR REPORT 7/12/18

- Planning and Zoning Commission currently has an opening. Anyone interested in joining this Commission is encouraged to submit an application to the Town Clerk.
- Architect is preparing the application for Planning and Zoning review of the Coca Cola proposed office expansion. If all required materials are received in time, the review will be on the P&Z August 1 agenda.
- Reminder: Since monsoon season is upon us it is important to be diligent on keeping the grass and weeds mowed. Also, keep in mind that Town Code specifies that all front and side yard hedges are to be no higher than 4'. If yours is over 4', we would appreciate it if you could trim them.

Respectfully submitted,

Dr. Jim Johnson, PhD, CBO, CCI
Building Official/Zoning Administrator



Chief James L. Thies
HUACHUCA CITY POLICE DEPARTMENT

500 North Gonzales Boulevard

Telephone (520) 456-1353

Fax (520) 456-9208

HUACHUCA CITY, ARIZONA 85616



Attn: Town of Huachuca City Council, Staff and Citizens

Report Number: 6-12-2018

Hello Team, here is an update on your Police Department, Communications Center and Animal Shelter. The following information is from the last two weeks.

Police: All Grant Details (Stonegarden and DUI TaskForce) are on hold until reimbursements have been received in full to the Town of Huachuca City. This will allow HCPD to be financially current. HCPD supervisors (Sullivan and Glowacki) are now salaried. This means no paid overtime to the City and lowers the cost of our operation.

HCPD won a grant from Below 100. HCPD has received two Dual Shot Tasers.

Rifles have been bore sighted for accuracy. Shotguns have been distributed.

Communication Center (Dispatch):

Staff has requested that the State 911 and CenturyLink staffs look into moving our two PSAP positions to another location within the State of Arizona. This will result in HCPD Dispatch moving to SEACOM. We are looking to decrease the \$250,000.00 termination charge of the contract that was signed by previous personnel in the middle of 2017. Staff is waiting for a response from State 911 and Century Link regarding our two PSAP positions moving and what that cost will be. Staff continues to look for all available opportunities to streamline the Dispatch Operations into a more cost effective model.

Animal Control:

The IGA and statistics have been forwarded to Cochise County Procurement (Brandon Morrison and staff) for review. County has determined that the \$3,000.00 increase to our Animal Shelter is a firm offer.

This is disappointing on many levels.

Your Animal Shelter is now staffed by all Part Time Personnel. This lowers the cost of the Animal Shelter Operations.

Please welcome Brittany Dyer and Gerald Hursh when you see them.

Your Animal Shelter continues to look for better ways to operate the shelter and capitalize on our volunteer program. Bringing back the Volunteer Program is necessary for the continued future success of the Huachuca City Animal Shelter.

Thank you!

Chief

Jennifer Fuller

From: Carlos Fernandez
Sent: Tuesday, July 10, 2018 5:09 PM
To: Jennifer Fuller
Subject: landfill report july

1. Landfill had a very busy Saturday july,7.
2. our cell still located on the north side.
3. still collecting metal.
4. inmates still collecting trash around the landfill.
5. F150 truck and air compressor will be at the impound yard on Thursday.
6. waste management still doing our hand load containers three times a week.