



TOWN OF HUACHUCA CITY

The Sunset City

**HUACHUCA CITY TOWN COUNCIL
PUBLIC MEETING NOTICE
DECEMBER 12, 2019, at 7:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum
- c. 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 Council Work session held on November 14, 2019.**
- C.2 Consider approval of the minutes of the Council meeting held on November 14, 2019**
- C.3 Consider approval of the minutes of the Special Council meeting held on December 5, 2019.**
- C.4 Consider approval of the minutes of the Executive Session held on December 5, 2019.**
- C.5 Consider approval of the Payment Approval Report in the amount of \$ 175,368.01**
- C.6 Council acceptance of Jean Post letter of resignation from Planning & Zoning Committee.**
- C.7 Consider approval of payment of \$5580.00 to Elite Sales for landfill equipment repair.**
- C.8 Consider approval of payment of \$6575.00 to K12 Handhelds for library digital history project.**
- C.9 Consider approval of payment of \$7520.23 to Elite Sales to repair scraper seat suspension.**
- C.10 Authorize the declaration as surplus property the following items, to be sold by auction or otherwise disposed of in accordance with Town Policy:
 - A. 1983 Dodge 4x4 VIN 1B7LW34W0DS486119****

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 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 [Mayor Wallace]: Swearing in of new Town Councilmember Jean Post.

E.2 Discussion only [Mayor Wallace]: Presentation of plaques to Christmas Light Sponsors & parade collaboration

- Mr. Shed (Jim Goad)
- JD Rock & Sand
- Grasshopper
- Public Surplus
- Campstone Transfer (Parade Collaboration)

E.3 Discussion and or/Action [Mayor Wallace]: Recognition and welcome of Miriam Bear as new Town Police officer.

E.4 Discussion and or/Action [Steve Haymore]: November 2019 Town Finance Report

E.5 Discussion and or/Action [Keith Dennis]: Discussion of 2020 Community Development Block Grant (CDBG) process

E.6 Discussion and or/Action {Mayor Wallace}: Executive [closed] session, pursuant to A.R.S. 38-431.03(A)(1), for discussion and six month evaluation of the Town Clerk, Janine Rustine, job performance and salary. Any formal action to change employment terms would be taken in open session.

E.7 Discussion only [Mayor Wallace]: Closing comments and photo with departing Town Manager, Matthew Williams

E.8 Discussion and or/Action [Steve Palmer]: Presentation and Council consideration to accept the Town's Fiscal Year 2018-19 Audit.

E.9 Discussion only [Mayor Wallace]: Water/Sewer 3% utility rate increases effective January 1, 2020.

E.10 Discussion and or/Action [Mayor Wallace]: Selection of contractor for the emergency signal installation project from the following bid options:

- | | |
|---------------------|--------------|
| A. Mountain Power | \$158,551.12 |
| B. AJP Electric | \$259,010.00 |
| C. Contractors West | \$409,540.00 |

E.11 Discussion and or/Action [Mayor Wallace]: Approval of the Town's expense for the emergency signal project from the following bid options:

- | | |
|----------------------|--------------|
| A. Mountain Power | \$15,120.63 |
| B. AJP Electric | \$67,005.00 |
| C. Contractor's West | \$132,270.00 |

E.12 Discussion and or/Action [Mayor Wallace]: Selection of contractor for Highway User Revenue Fund [HURF] construction projects from the following options. Council may also select which of the individually quoted projects to have completed.

- A. BNR Paving \$31,419.03 (to complete all six projects)
- B. KE&G \$88,950.18 (to complete all six projects)

The six projects under consideration are: 1) Project Location: South side intersection of Howard & McCray Streets, Project Description: Remove & Repave; 2) Project Location: Behind Huachuca City Fire Station, Project Description: Remove & Repave; 3) Project Location: Skyline Drive, Project Description: Remove and Repave section of Skyline leading to landfill entrance; 4) Project Location: City Hall parking Lot, Project Description: Seal Coating & Crack Filling; 5) Project Location: Huachuca City Library Parking Lot Behind Senior Center, Project Description: Remove and Repave small section of parking lot; and 6) Project Location: In front of Huachuca City Library, Project Description: Install Parking Lot Drainage Concrete Catch Basin.

E.13 Discussion and or/Action [Mayor Wallace]: Adoption of Resolution No. 2019-35 approving a fee schedule for services related to the Town's Neighborhood Preservation and Vacant Property Registry Code.

E.14 Discussion and or/Action [Mayor Wallace]: Legacy Foundation Innovation Grant award for the Town Bus Line and Community Garden.

E.15 Discussion and or/Action [Manager Williams]: Adoption of Resolution No. 2019-32 approving an Intergovernmental Agreement with the City of Sierra Vista for Emergency Signal Maintenance.

E.16 Discussion and or/Action [Manager Williams]: Adoption of an agreement with the Sierra Vista Metropolitan Planning Organization [SVMPO] for annual Town matching funds.

E.17 Discussion and or/Action [Manager Williams]: Council consideration to continue using the current landfill cell or to begin the process of opening the new landfill cell.

E.18 Discussion and or/Action [Town Manager]: Council reconsideration of Resolution No. 2019-25, which approved installation of four stop signs at the intersection of Navajo & Mohave.

E.19 Discussion only [Mayor Wallace and Manager Williams]: The Town Council might vote to go into Executive [closed] session, pursuant to A.R.S. 38-431.03(A)(1), to conduct Town Manager, Matthew Williams' exit employment interview.

F. Town Manager's Report

G. Items to be placed on future agendas

H. Reports of Current Events by Council

I. Adjournment

Posted at 5:00 PM December 10, 2019 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

Ms. Janine Rustine

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.