



TOWN OF HUACHUCA CITY

The Sunset City

**HUACHUCA CITY TOWN COUNCIL
PUBLIC MEETING NOTICE
Thursday, February 8, 2024, at 6:00 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 Regular Council meeting held on January 25, 2024 and the Work Session held on January 24, 2024.

C.2 Consider approval of the Payment Approval Report.

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 [Suzanne Harvey]: Approval to issue a Request for Proposals for prosecution services for the Town’s Municipal Court.

E.2 Discussion and/or Action [Suzanne Harvey]: Approval to purchase a front-end loader (tractor) in an amount not to exceed \$40,000.00.

E.3 Discussion and/or Action [Suzanne Harvey]: Council direction to staff regarding which portions of the Town Code should be reviewed for potential amendment.

E.4 Discussion and/or Action [Suzanne Harvey]: Approval of a plan to improve the safety of the Town Hall parking lot and School Drive.

E.5 Discussion and/or Action [Suzanne Harvey]: Selection of a date/dates for Council training on various legal topics.

F. Reports of Current Events by Council

G. Adjournment

Posted at 5:00 PM on February __, 2024, 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. Brandye Thorpe
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 Councilmembers, with the exception of confidential material relating to possible executive sessions, is 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.



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
Work Session Meeting
January 24th, 2024 AT 6:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY. AZ 85616**

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

Roll Call.

Present: Johann Wallace, Christy Hirshberg, Cynthia Butterworth, Jeffrey Ferro, Debra Trate, Jean Smelt, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

Absent: Danielle Cardella.

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. 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.

Discussion on the scope of all services provided to the Town by Southwest Building Inspection Service, Inc., including: zoning department administration, plans review, building code inspections and enforcement, blueprint/plan reviews for construction projects, inspection of existing properties to enforce adopted Town codes, serving as a point of contact for the

general public to provide technical construction consulting to builders, property owners and permit applicants. Following the discussion, the Council might act to direct staff to schedule future meetings for additional discussion and/or action concerning these services.

Motion: Discussion on the scope of all services provided to the Town by Southwest Building Inspection Service, Inc., including: zoning department administration, plans review, building code inspections and enforcement, blueprint/plan reviews for construction projects, inspection of existing properties to enforce adopted Town codes, serving as a point of contact for the general public to provide technical construction consulting to builders, property owners and permit applicants. Following the discussion, the Council might act to direct staff to schedule future meetings for additional discussion and/or action concerning these services,

Action: Discussion, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mayor Wallace comments that before they get started, he needs to let everybody know that this work session is not a review of the contract, or the performance thereof related to Doctor Johnson and Southwest Building Inspection Services. That they are not here to evaluate him or his efficacy or the services and how they have been provided to the Town. He also reminds them that they must keep any personal feelings out of this, this is about the Town. They need to determine what does the Town need? What's really needed, what don't we need. What are things that maybe staff can do? What staff can't do. Is there potential for maybe outsourcing some of the other items. It's about understanding the Town's needs from Building Inspection Services and the reason why Doctor Johnson is here this evening is to identify anything that he may be doing that is beyond the scope of the contract as written between the Town and Southwest Building Inspection Services that we may not have a full understanding of.

Councilmember Ferro commented that maybe they should start out, after any presentation or briefing, by having Doctor Johnson give them a breakdown on what he's doing that is other than stipulated in his contract so we can start looking at that first.

Councilmember Trate commented that she was thinking that she would like to see first what Town staff can do. Then that's a starting point because it's no use talking about it and saying "ok but we think staff should do that" were we know our staff is limited. Like in past weeks when most people were sick. Now that's a rarity, but I'm sure they've seen this, and it's been reviewed by them so they can say "ok we can do this and save the Town money, it isn't going to take us that much extra time. She agrees with wanting the same as Councilmember Ferro but thinks they should start by talking about the staff.

Mayor Wallace comments that he hopes everyone has been able to review the information. He knows they had to delay the meeting due to illness, but he hopes that everyone has had the chance to review the material. He mentions how the first attachment right after the agenda does a good job of highlighting everything that is provided to the Town by Doctor Johnson and Southwest Building Inspection Services versus what our Town Code outlines. It's a really good starting point to understand that we're getting more than just what our Town Code calls for. This is where we want to start looking at. Again, what does the Town need from a building official? We have it defined in our Code what we're looking for, so at a minimum that's what we need to get. This is a work session so we're going to hash it out. At a minimum what's in our Town Code is what we're saying we expect from a building official. Is that still accurate? Does it meet our minimum needs? Do we need to add to it? Do we need to remove things. He reminds the Council that anything they want to add to it, to put into the

Town Code, when and whoever provides those services will be expected to do that. This is where he wants to start. With what is actually in the Code as he knows it has been a while since they have been over it. He asks that the Town Code for Building Official Duties be pulled up so they can see what is in there.

While that is being pulled up, Mayor Wallace asks Manager Harvey about things she thinks Town Staff would be able to do.

Manager Harvey answers that the only thing she can see that the staff could do would be some of the Code Enforcement, not for buildings but for Neighborhood Preservation. This has to do with things like weeds, messy yards, and that sort of thing. She believes because we do have staff on the ground that we could do that. We would have to have some training from Doctor Johnson on it and there are some legal issues there that right now his legal takes care of all of that because you have to do things in a certain way legally to be able to hold people accountable. We could take that over but then we would have an expense of our attorney then doing the notices of violation to make sure that they're all appropriate. She also points out that they would have to take over the cost of printing, mailing, and tracking of the N.O.V.s as well as the legal reviews. We do have the people and with the proper training she does believe we are capable. We don't have anyone on staff with the expertise needed for a building official nor the ability to be able to afford to hire anybody with that expertise. After going over the duties that was the only one she thought that staff might be able to do.

Mayor Wallace remembered when they had to hire an independent attorney to hand PRPVS after a new law several years ago. He asked would there be a requirement; if the Town itself, independent of any outsourced or contracted entity, would they have to employ Council to, that is specifically versed in the Arizona Constitution, the United States Constitution, and Property Law Rights. Along with everything else like that. To handle these N.O. Vs if the Town decided to do that ourselves.

Attorney Benavidez answers that they wouldn't have to hire another attorney. This would be something that he can do for the Town, but they would have to have an independent Council like they do for the PRPVS.

Mayor Wallace comments to the Council that this would be an added cost going to Mr. Benavidez. They would just be shifting the cost from a service that entity X would provide to the Town onto our own town attorney.

Councilmember Smelt asked if there is something like weeds, can't we just have Mr. Benavidez write a form that we can send. She doesn't understand we they can't just have some forms that say "we've noticed your weeds.... And you have 30 days to respond".

Mayor Wallace comments that that's a great question and asks that Doctor Johnson explain to the Council the basic start to finish process of how he would handle a weeds issue for someone in town.

Councilmember Smelt commented that this is something that happens over and over again.

Doctor Johnson tells the Council that the first thing his company does is go and take pictures. Next, they send a curtesy letter through regular mail to the homeowner.

Mayor Wallace says that could be what Councilmember Smelt was asking about.

Councilmember Smelt commented that it could just be a blank form.

Doctor Johnson explains that this letter lays out what Code you're referencing. That gives them two (2) weeks to comply. There is a return date that is in the letter for when he goes out again to see if they have complied. After two (2) weeks if they do not comply after the courtesy letter then a N.O.V, which stands for Notice of Violation, goes out. This must go out by certified

mail, that gets a signed receipt from the property owner. This gets them 30 days to comply. After 30 days, if they have not complied, Doctor Johnson will try to contact them just to double check there hasn't been illness, or they haven't passed away, TDY, or some other reason to keep them from complying. From there he has several options. He can go to citation. If they communicate with him or they ask for additional time, he can grant that to them. He tells the Council that his philosophy has always been to work with the client, as much as is possible. This is why we send courtesy letters, because nobody likes to be told what to do if we're being honest. The courtesy letter is just a friendly reminder that "hey you may not be aware, but you're in violation of a City Code and if you take care of that we'd greatly appreciate that at City Hall". If they decide they want to go to N.O.V., that's fine and we'll go to N.O.V. If we cite them and want to go to a citation, then we go to a citation and we go to court, and the judge takes it from there.

Councilmember Smelt asks Doctor Johnson if this is something the Police do if it gets to a citation.

Doctor Johnson answers that he has citation powers, but they are not set up with the Court system here, so he chooses to use the police department to send that citation out. Usually what happens is we send out a well-dressed uniform officer, they come out with a citation to cite you for the violation. The Officer is aware of the courtesy letter that notes the violation and timeframe, correspondence, lack of correspondence. They cite them and for it to get a court date they report to Margret and then they report to that date and stand with the judge. A judge will take it from there.

Mayor Pro Tem Hirshberg asks how many times have we done that, put somebody through to a judge. In say an average year.

Doctor Johnson answers with his company track record it is 98% of not citing. Here he has only had an individual cited three times.

Councilmember Butterworth asks if that was recently or in the past.

Doctor Johnson answers that that case is in the past.

Manager Harvey comments that she knows of a few cases that had to be cited this year.

Doctor Johnson answers that there are some citations coming up for some folks who are not complying, it's a very low number.

Councilmember Smelt asked Doctor Johnson to explain how he has the power to do that. Is that something that we have written in our Town Code or is it because you are licensed.

Doctor Johnson explains that it is in the Town Code. He also explains that he operates in five (5) different chapters of the Code. The citation for weeds is covered under chapter 16, which is the Neighborhood Preservation Code. When a Code Official is appointed, that's done by your City Manager, and the process that Doctor Johnson has gone through he has been granted citation powers. He has never felt like he needed to enact them with Margret.

Councilmember Smelt asked if it was State law or our Code that says that it has to go out certified mail. Why can't it go out certificate of mailing? Why does it have to be certified?

Doctor Johnson answered that they send them certified so that they have positive confirmation that the property owner did receive it.

Councilmember Smelt asks if they would have the same thing with a certificate of mailing, which is a whole lot cheaper than certified and then if they don't sign for the letter you're stuck in nowhere. Is that part of the Code or a State law?

Doctor Johnson answers that as that's a legal question Mr. Benavidez would probably be better suited to answer that.

Manager Harvey asked if Mr. Benavidez had heard the question.

Attorney Benavidez answers yes and that he believes it is in the Town Code. He doesn't believe it is in a State Statute.

Councilmember Smelt comments that she didn't think she either. Next, she asks for clarification that our City Manager can appoint someone to do these things, it's not because of Doctor Johnson's education and qualifications. It's an authority our City Manager gave Doctor Johnson.

Doctor Johnson explains that it was written in chapter 16. That when his company wrote that part of the Code for the Town, they wrote that in. The City Manager's first choice is the Building Official if they chose to do another appointment to someone else to do "Town Code Enforcement" she has that authorization to do that in chapter 16.

Mayor Wallace comments that he didn't know what Certificate of Mailing was, so he just looked it up. He can see the benefit to the Certified Mail, and he can see Councilmember Smelt's point. They have had an instance before when certified mail was sent, and it was sent back even though we know it was delivered because it was never signed for because the individual was very familiar with this type of mail.

Councilmember Smelt comments that this is exactly what she was saying. And a certificate of mailing proves that you mailed it.

Mayor Wallace comments that it proves that you sent it, it does not prove that it was ever delivered. So that's the key difference. Even with sending something certified mail. It gets delivered. The person can refuse to sign for it, so they attempted delivery, they refused signature, and it gets returned. So that's the difference that he sees where with a certificate of mailing it just says, "yes I mailed this". He does understand her concern from a cost perspective.

Councilmember Smelt comments that she's just saying that if they are doing the same thing week after week for somebody for weeds, she knows you can only do it every 10 business days, it just seems silly for some of these minor offenses. She understands completely if it's a big thing.

Mayor Wallace replies that he gets where she's coming from completely, but where he is with it is whether it's minor or not, we need to handle everything the same.

Councilmember Smelt agrees with him.

Mayor Wallace mentions there was one instance where certified mail was being sent, it was not being signed for and was being returned. That was still sufficient enough to go to court and it was good enough for the judge to order certain clean up activities in this town.

Councilmember Smelt asks if that is called abatement?

Mayor Wallace answers that abatement is if the Town pays for it and that they abated their own properties. He explains that there was a court order that this individual had to clean stuff up.

Councilmember Smelt asks for clarification that we can't go onto somebody's property, that there is no way we can "make them" do anything. That we can't go on their property, if someone is living there, we can't go on their property and cut their grass. We can't do that, but we can fine them.

Mayor Wallace comments, stating he hopes Mr. Benavidez will correct him if he is wrong, that there have been reports of where code enforcement has been attempted, it has not been complied, and cities have gone in and cleaned it up and they send a bill for it.

Manager Harvey comments that this would incur a significant legal expense which is why we have not done it. She asks if Mr. Benavidez would like to weigh in on this.

Mr. Benavidez replies that sure we have powers of forced abatement, we do, but if we have property owners in place we would have to go and get a court order before we would go on to someone's property. Our abatement activities are usually done on properties that are vacant.

Councilmember Smelt asks if we have anything in our Code for fining people. Many people answer yes.

Councilmember Smelt asks why aren't we doing that.

Attorney Benavidez answers that it goes through the court system.

Councilmember Smelt replies exactly!

Councilmember Trate comments that it has to go through the steps.

Mayor Pro Tem Hirshberg replied it hasn't gone that far yet.

Mayor Wallace comments that it has to go through the steps, that we can't just open up with "here, you have to give the Town \$500 because you have tall weeds." That's why Doctor Johnson was going through the process that he follows was a courtesy letter, send certified mail, and if it gets to the point that we have to bring it to the courts then those fees are going to source that," hey, you need to do this and you're going to pay this fine."

Councilmember Smelt comments that she just can't believe that with as many things as are going on in a residential area that we have, that we shouldn't have gotten to that point before now.

Mayor Wallace replies that he's hearing what she says but he's going to continue the conversation and gives the floor back to Doctor Johnson.

Doctor Johnson comments a quick thought on the subject, that just because it goes to court does not mean that the work gets done. That is up to the judge. He tells them that he has been in court on a couple of cases here in town where the judge has fined the individual per our Code. It's a Civil of things on strike one, Civil of things on strike two, and Criminal on strike three. But the judge would always fine them, never order them to do the work so they would go out the door, pay the clerk, and go home.

Manager Harvey comments that they could also be given another extension, and that this is also another issue. This is something that we cannot control. This is the judge's prerogative, and the judge can decide when they listen to the person, "you know what, they had all these adverse things. We're going to give them another 30 days." She knows this happens. It isn't all relying on our Code Enforcement Officer or on us. Once it goes to the court system, that is an entirely separate part of the government, and it is the judge's judgement that is used. Just like if you get a speeding ticket, just like if any of us end up in court. It is the judge that has the final say so. They apply the law but they also apply their judgement as here are the reasons why and she's only mentioning this to provide some clarity on what actually happens in the courtrooms.

Attorney Benavidez tells the council that code enforcement is really tricky in Arizona. Arizona is a pro-private property rights state. So, when the Government comes in and starts telling people what they can do with their trash, what they can do with their weeds, how high their fence can be, and all of that stuff. By the time it gets into court, the courts don't really solve a lot of it. It's really difficult to do. These may seem really simple but they're not and it's very easy for these property owners to make claims that they're being picked on for one reason or another. Or as a matter of fact, all your code enforcement cases happen to disproportionately

affect senior citizens or people of color and then you're in trouble. Even though you had the best of intentions of just trying to keep the Town clean and looking good. It's not easy. There have been all kinds of high-level court cases in Arizona and other states where property owners have successfully asserted several theories to stop towns from enforcing their laws. It's hard.

Mayor Wallace comments that it is, and the easiest way to look at our Town Code or any law for that matter is that they are there to let the people who want to do the right thing know what they can and can't do. That's one. Another thing is that they are there so that we know how to address those folks that don't want to do the right thing and don't really care. So, it sets expectations on what you can and can't do without encroaching too heavily on somebodies' property. But it also gives the Town or State the avenue they need to enforce those laws and code that exists to maintain the property or whatever the case may be. Laws are really there for guidance.

D. Adjournment

Motion: To Adjourn, **Action:** Adjourn, **Moved by** Johann Wallace, **Seconded by** .
Motion passed unanimously.

Approved by Mayor Johann R. Wallace on February 8th, 2024.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Brandye Thorpe,
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 October 26, 2023. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
January 25th, 2024 AT 6:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

B. Roll Call.

Roll Call.

Present: Johann Wallace, Christy Hirshberg, Cynthia Butterworth, Jeffrey Ferro, Debra Trate, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

Absent: Danielle Cardella, Jean Smelt.

a. 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.

C. 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.

D. 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 Regular Council meeting held on December 14, 2023.

C.2 Consider approval of the Payment Approval Report.

Motion: Approval of the items on the Consent Agenda, **Action:** Open for Discussion and/or Action, **moved by** Johann Wallace, **Seconded by** Jeffrey Ferro.

Motion: Approve items on the Consent Agenda, **Action:** Approve, **moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

E. 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 [Spencer Forsberg]: Mr. Forsberg will present the Town's financials for the month of November 2023.

Motion: Mr. Forsberg will present the Town's financials for the month of November 2023, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mr. Forsberg Greets the Council and begins the report for the month of November. We are 42%

Through our Fiscal Year. The General Fund Revenue is \$ 260,478 for the month of November. He highlights for the Council that in their report on page two (2) under lines gaining is a positive amount of \$44,000. Meaning that our investments are doing better. He tells the Council that while we haven't sold any their values have changed. Year-to-Date we're still a little below but it's a boost and something we hope will continue. Next, he covers the total expenditures for the General Fund. For November we had \$117,649. Year-to-Date we have the General Fund showing in the black by \$131,539.

Next, he went over Enterprise Funds. The Water Fund for the month of November had a revenue of \$31,300, with expenses of \$27,049. This Fund is in the black for the month with \$4,250 and Year-to-Date in the black.

The Sewer Fund had \$22,432 in revenue for the month, with expenses of \$15,520. We're in the black for the month and just about breaking even Year-to-Date when we consider the WIFA loan payment. He tells the Council that we're tracking right about where we thought we would be at this point.

The Garbage Fund had a revenue of \$13,431, with expenditures of \$28,071. He explains to the Council that there were two payments that went in this month. Year-to-Date we're about break even for the Garbage Fund.

The Landfill Fund had a revenue of \$130,297, with expenses coming to \$122,505. This fund is in the black for the month by \$7,792 and Year-to-Date in the black by \$ 81,000. He tells the Council that maintenance costs have been kept pretty reasonable and he's hoping it will continue that way.

He brings to the Councils attention the Transit Fund, telling them that it seems to be tracking appropriately. It has a revenue for the month of \$24,288, with expenses of \$16,000. It is in the black for the month at \$8,000 and Year-to-Date with \$36,000.

Mr. Forsberg tells the Council that this is how November looks and that while the report for December isn't finished the numbers are looking very similar. He asks if they had any questions for November's report.

Council had no questions.

Mayor Wallace commented that it's good to hear where they're at on the Landfill Fund compared to the last Fiscal year with the maintenance issues. He knows that the staff up there are doing a wonderful job of trying to keep up with things and catching things before they get bad, and even stopping to figure out if it's a Town problem or a Warranty and maintenance problem. There have been a couple of big items that have been fixed under warranty which has been good. He gives thanks to the staff for really keeping their eyes on that and watching the expenditures. He comments that we'll see how December shapes up and go from there while thanking Mr. Forsberg.

E.2 Discussion and/or Action [Suzanne Harvey]: Adoption of Resolution 2024-01 - AUTHORIZING THE TOWN TO ENTER INTO AN INTERGOVERNMENTAL PARTNERSHIP AGREEMENT WITH COCHISE COUNTY AND SIERRA VISTA FOR COOPERATION IN EMERGENCY COMMUNICATIONS AND DISPATCH SERVICES THROUGH THE SOUTHEASTERN ARIZONA COMMUNICATIONS CENTER ("SEACOM").

Motion: Adoption of Resolution 2024-01 - Authorizing the Town to enter into an Intergovernmental Partnership Agreement with Cochise County and Sierra Vista for Cooperation in Emergency Communications an Dispatch services through the Southeastern

Arizona Communications Center ("SEACOM") **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

Mayor Wallace explains that this is just one of the Town's annual IGAs. They give us things; we give them money. This is the IGA that we have currently to supply the dispatch services for the Police Department and stuff like that. He asks Manager Harvey if there have been any changes made since last year.

Manager Harvey answers that no, no changes at all. It is just a renewal of the IGA.

Mayor Wallace asks if the Council has any questions.

Councilmember Ferro asks if there is a reason that they need to renew this annually. Is there anyway they can do it for three years, five years, whatever?

Manager Harvey answers that she doesn't think it is annually, she believes it is every three (3) years, but she doesn't have a copy to look at currently to confirm that for the Council.

Mayor Wallace, having looked through the copy he had, explains that it comes down to the payment. It covers/identifies the Fiscal Year. He tells them that this will carry them until June 30, 2025, based off on the actual IGA.

Manager Harvey reminds the Council that this is still a growing organization and things are changing a lot. At some point they will be reevaluating subscriber fees, and the period may change when that is done. At one point they thought that they might be raising our rate for this year and then they got new subscribers and decided to keep everything the same. They are the ones who prepare the IGA for us, which is standard.

Mayor Wallace answers Councilmember Ferro that for his question, this agreement will go until the end of our next fiscal year. So, it's a two (2) year agreement.

Council had no further questions.

Motion: to go ahead and adopt Resolution 2024 - 01, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

E.3 Discussion and/or Action [Suzanne Harvey]: Consideration of a proposal to renew the Town's agreement with Southwest Building Inspection Service, Inc., for services related to zoning department administration, plans review, and building code inspections and enforcement. The Council might act to renew the agreement, or direct staff to negotiate the terms of the proposed renewal or pursue alternative providers for some or all of the services.

Motion: Consideration of a proposal to renew the Town's agreement with Southwest Building Inspection Service, Inc., for services related to zoning department administration, plan review, and building code inspections and enforcement. The Council might act to renew the agreement, or direct staff to negotiate the terms of the proposed renewal or pursue alternative providers for some or all of the services, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

Mayor Wallace comments that they had a Work Session the night before and out of all the discussions one of the only things that really came out was can we, the Town staff, do the Property Maintenance portion. He is now going to give the floor to Town Manager Harvey.

Town Manager Harvey comments that this is the only thing that she believes we should even consider moving. She has some rough statistics that Doctor Johnson provided her with and of them the biggest expense is the legal review. This is because if the Town is going to be issuing N.O. Vs (Notices of Violation) and especially if it's going to be a staff member that has not had the same level of training as Doctor Johnson has had, we are going to need that review for every single N.O.V. to make sure. Any N.O.V. could become a citation and go to court and then you must have all your stuff in a row. She explains to the Council that the \$17.50 is based on the hourly rate of our attorney and based on ten (10) N.O. Vs, which is approximately how many the Town has had each year for the last two (2) years. She tells the Council that she can't really put a price for the time. After the meeting the night before she drove about half the town (Upper Huachuca City) doing the speed limit. It took her about 40 minutes, but this was without stopping to take pictures. She tells them that to stop and do what would need to be done would take a lot more time. The phone calls and letters she has estimated based on she believes the amount Doctor Johnson sent out of about 140 letters, curtesy letters last year and all of those take time. She would say that we can do form letters, but the problem is they're still going to be unique to the violation so we're still going to have to have someone looking through and making sure we're doing the right thing. The other thing is if we were to do this, we would need to have some training. She knows that Doctor Johnson and his staff get training in Code Enforcement every year. It's a week's training and about \$2,500 between hotel, training, and all of that. There might be something available online, but we would want to include a cost there for whoever on staff might take that on. She knows that they can read the code and understand the code, but there are a lot of legal nuances there too.

Attorney Benavidez clarifies for the Council that the \$2,500 for the training is per person.

Manager Harvey asks if the Council has any questions or if there was anything they didn't hit on. Councilmember Butterworth comments that it sounds like a wash financially.

Manager Harvey replies that she must put this out there and it was in their packets last night that she believes doing this would only increase the Town's costs. Right now, looking at the history of our contract with Doctor Johnsons company, he didn't increase the price when he took over Code Enforcement. Doctor Johnson had provided the whole work history with the Town, and it was on the packets last night. If you look at that then you can see that the Town contracted him in 2015 specifically to be the Building Official. Later that year we added Planning and Zoning and there was an increase in price for that. Then in 2019 the Town made the decision to make him also the Code Enforcement Officer. He did not raise the price and we did not pay him more for that service. She tells the Council that she's honestly not sure that it will save the Town money to do this.

Mayor Wallace asks the Council if they have any questions or comments about this.

Councilmember Trate replied she has a comment but not about any of what has been covered. The Council had no questions or comments on the above discussion.

Mayor Wallace asks Councilmember Trate for her comment.

Councilmember Trate replies that she was thinking since the Town is already nearly halfway through this budget year that they extend Doctor Johnsons contract until June, the end of this fiscal year. And in the meantime, they put together a good, detailed contract like what was discussed at the work session, that covers everything that the person is supposed to do and just go out and put it for bid. So that when the Council is working on the budget, they can have fare plus put in for whichever way they decide to go. If they start now, they could have budgeted for the extra cost. These are her thoughts. She tells them that she knows his contract is about to

expire and that is why it's being pushed but she's concerned they might rush things. If they just extend it, then they can build all these things into the budget for the next fiscal year. If they decide to do it ourselves, they don't have the budget for that, but it could be built in it.

Mayor Wallace asks if anyone else has thoughts or comments.

Councilmember Ferro asks who are we going to get on staff to do this.

Mayor Pro Tem Hirshberg comments that she too wonders that, asking who doesn't have enough to do and that the staff already are all busy. She also comments that from the document given Doctor Johnson is proposing not to raise the fees for the base year. She listened to Jim Halterman at the work session when he said that nobody is going to take care of the town or cares about the town like Doctor Johnson does. There are other people out there, perhaps but they don't have the qualifications and stuff that he does.

Councilmember Butterworth comments that part of it is also the input for the R-TAG and the road construction she doesn't know who they could find that is as invested. As far as Code Enforcement the least the Town can do that would cost the least is to have a staff member an hour a day, a couple days a week just drive around and take pictures and then submit them to Doctor Johnson.

Manager Harvey comments that this was something that she was going to mention to the Council. If the Mayor and Council would like to see more aggressive Code Enforcement, she believes that the Town can help Doctor Johnson by just helping to identify places to go. Then he's not driving the whole town. We might be wrong sometimes but maybe we can provide him with places to check. She tells the Council that if this is partially about wanting to see a different kind of/level of service then there are other ways for us to get that. That is by looking at the contract, maybe having Mayor and Council give us quarterly priorities about where they would like Doctor Johnson or Staff to focus on. There are a lot of ways to do that. With the RFP she does have a concern as there is not a great track record of getting a lot of bids.

Mayor Wallace comments he'll be the "one guy". Does he think Southwest Building Inspection has done a good job for the Town, yeah. Does he think they could have done better, absolutely. Does he think the Town could have done better with what its expectations are, absolutely. It's a shared responsibility. Code enforcement is a shared responsibility whether you do it in house or you contract it out. If whomever you have does a good job, if we are not clear about what our expectations are we can't get mad if our expectations are not being met if they haven't been well defined. Mayor Wallace states that he thinks that there is some room for improvement on both cases. Doctor Johnson is a constant professional and can help inform us if we're doing something wrong and help us to improve it. Mayor Wallace has done some research for if they do decide to go out for an RFP and yes, we don't have the best track record but also there is nobody local. We'd have to try and reach out to Tucson and to Phoenix. Then there's an added cost for travel. They aren't local and don't have an understanding of the area. He tells the Council that just the cost, he's seen double the prices out there at a minimum than what has been proposed by Doctor Johnson. He tells them that at the end of the day he feels that there are things they can do to help share some responsibilities. Like leveraging out the Police Department while they're out patrolling. Get some basic training, even council members on "if you see x,y,z, report it" and then let staff handle it. He reiterates to the Council that they need to make sure that they are clearly defining their expectations, whether it's in a contract or getting together and setting priorities for the year. Then they can follow through and hold people accountable. He thinks there are ways they can help augment but not replace. He is in favor of renewing the agreement based off of what has been provided in November but he

wants Doctor Johnson and Town Manager Harvey to come together and work out a current contract based on our conversations and bring it to us. This way we have clear expectations outlined for what we expect to see from Doctor Johnson and his company.

Manager Harvey asks Doctor Johnson when his current contract will completely expire.

Doctor Johnson answers that his contract ends exactly at midnight on February 13th, 2024.

Manager Harvey tells the Council that she believes that they will need to extend the current contract while they work on the new three (3) year contract. She asks if that works for Doctor Johnson.

Doctor Johnson replies yes.

Motion: To extend the current contract with Southwest Building Inspection Services at the current rate while staff works to negotiate updated contract specifications based off the pricing that was provided in our meeting agenda in November, the artifact dated November 3rd from Southwest Building Inspection Services, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

Councilmember Butterworth asked if there was a deadline for the extension.

Mayor Wallace answered that they are extending it for however long they need to for staff to work it out and asked if Doctor Johnson was ok with that.

Doctor Johnson answered yes.

E.4 Discussion and/or Action [Stephanie Fulton]: After Action Review of the Town's annual Holiday Gift Basket event.

Motion: After action review of the Town's annual Holiday Gift Basket event, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Library and Community Services Director Fulton greets the Council and tells them that the Holiday Gift Baskets were a tremendous success. The community was very generous as always. In fact, she tells the Council that they were the most generous this year of all the years she has been here. It was incredible. They collected a lot of food, toys, and monetary donations during the neighborhood drive throughs. She comments that they do like to bring the Police Department and Fire Department along because uniforms help get more monetary donations. They were able to collect so many food donations that even after loading up the baskets they were able to take what was left to Peach's Pantry in Sierra Vista because they stock the food pantry at the school. So that's went to supporting our local children and their families. There was some tremendous business help this year. The Friends of the Library, Mr. Shed, War Performance, M & M powder coating, Lecter Serv. Swire Coca Cola did a food drive right at the last minute and that save director Fulton from having to go back to Walmart for the zillionth time, so she personally appreciates it and wants to thank them. Salvation Army, SSVEC, and the Huachuca Area Republican Women's group gave both books and monetary donations which was fabulous. The final count from the applications was twenty-six (26) seniors, thirty-eight (38) families, seventy-seven (77) children, and fifty-four (54) adults were fed and given toys. Director Fulton feels this is magnificent. She gives a big thanks to the Mayor and Council, Fry Fire Department, Town employees, and their spouses for helping during the

pick-up event. It went very smoothly and there were only a couple of no shows that they were able to put with the deliveries the following day. So, everybody got what they needed to. She asks if Council has any feedback.

Mayor Wallace replies that his only feedback is he is happy that the boxes this year were a little sturdier than they were last year.

Director Fulton replies that the vast majority of the boxes came from Councilmember Trate getting in contact with Military Brothers Moving, whom she would like to thank as well for providing those free boxes. They were really good.

Mayor Wallace comments that it was all good and the flow went really well with the folks coming in. He was initially checking people's numbers in, but he eventually gave that over and helped the guys with the boxes until the fire dept. came and mostly took over. It was great and he thanks the Council members that were there. He comments that it always feels good to help out those in our town who really need it.

Director Fulton commented there were lots of tears and lots of smiling faces.

Mayor Wallace reiterates that he thought it went well, the flow was good, and he was happy to see all the collected donations.

Councilmember Ferro asks Director Fulton for clarification on the count. As there are families, children, adults, and seniors.

Director Fulton answers that families are made up of all those, children, adults, and seniors. We have a wide variety. Some of the seniors are on their own. Some get together with their neighbors and eat. So actually, looking at each individual, that is what it broke down to with regards to 26 seniors, 77 children, and 54 adults but combined there were 38 families.

Councilmember Ferro comments so it's just overlapping data.

Mayor Wallace comments that he thinks it would be a good data point to capture is how many lives did we impact by people. So that's 150 people in our community that we directly impacted, young and old, which is good.

Director Fulton comments that we continue to grow in seniors each year, which she is very glad that she started when she first got here. Some have sadly passed on, but we had some new seniors this year who moved into our community and need help, so they were overwhelmed with what they were able to get.

Councilmember Butterworth commented that she knew a lot of the moms and kids were thrilled with the books that were free and they were sitting there going through them.

Director Fulton commented that they always like to offer free books when we do things. It's just a nice little add on. Plus, all the free little things we get throughout the year could be used as stocking stuffers. So, it just all goes toward making their holiday better.

Council had no further comments or questions.

E.5 Discussion and/or Action [Mayor Wallace]: Adoption of Resolution 2024-02 - A RESOLUTION OF THE TOWN OF HUACHUCA CITY, ARIZONA MAYOR AND COMMON COUNCIL, DESIGNATING THE CHIEF FISCAL OFFICER FOR OFFICIALLY SUBMITTING THE FISCAL YEAR 2022 EXPENDITURE LIMITATION REPORT TO THE ARIZONA AUDITOR GENERAL

Motion: Adoption of Resolution 2024 -02 – A Resolution of the Town of Huachuca City, Arizona Mayor and Common Council, Designating the Chief Fiscal Officer for officially submitting the Fiscal Year 2022 Expenditure Limitation Report to the Arizona Auditor General, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mayor Wallace tells the Council that they are voting to designate Town Clerk Thorpe to be the Chief Fiscal Officer to submit this report because this is something they have to have a designated person for, or they can get in trouble. He asks if there are any questions. Council had no questions.

Motion: Adopt Resolution 2024 -02, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.
Motion passed unanimously.

E.6 Discussion and/or Action [Mayor Wallace]: Proclamation 2024-01 – Declaring the month of February, 2024, as “Black History Month” in the Town of Huachuca City.

Motion: Proclamation 2024-01 – Declaring the month of February, 2024, as “Black History Month” in the Town of Huachuca City, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

F. Reports of Current Events by Council

Councilmember Butterworth was there for the Polar Express and the Gift Basket give away. The emergency food distribution was last Friday, and they had 77 people come through and some of those families had six or seven members each, so they got a little extra. There were quite a few people coming through so it's still an issue and the need is still there. The next SVMPO meeting isn't until next month, but she has forwarded copies of the emails that she gets from R-Tag and from Adam and from where it stands with the legislature if anybody is going to go to Phoenix and represent, she says to go for it, but she doesn't like to drive to Tucson anymore herself.

Mayor Pro Tem Hirshberg gave out the extra food for the Holiday Gift Baskets, she knows everybody got plenty of food in their boxes, but they got to come up and pick out some extras.

Mayor Wallace starts by saying this is the first actually meeting of the year, as they were not able to have the meeting that was scheduled two weeks earlier due to illnesses. It is that time of year. He reminds everyone to wash their hands and cover their mouths when they cough or sneeze, don't go licking any doorknobs or anything like that. It is that time of year. If you're not feeling well, don't come to work and get your coworker sick. He attended the New Years reception at the Major General's house in the beginning of January, it was nice. He got to sit and talk with him, and he saw the rep. from congressman's Ciscomani and got to talk with her, as well as Mayor McCaa. A lot of stuff is still going on, on the border side of the House. Sheriff Daniels and his crew are still busting butt trying to do everything they can to keep this area safe. There was a high-speed chase that came through town a few weeks ago and one of our officers was involved in that. He did the smart thing and pulled out; we don't want to do anything that would cause these people to do some crazy stuff. The person we were chasing ended up crashing out in Benson he believes, but we ended up still taking the case for that one. So, it's still happening, they're still coming through our town whether we know about it or not. Which is pretty scary to think about, considering the fact that we have people who walk across the street and everything else. Earlier this month he signed on to a letter with the rest of the mayors that was sent to D.C. addressing Biden and Harris basically, telling them to stop

stalling and do something about the border. You can see what is happening in Texas and it's really close to home because our officers are involved in it, our communities are involved in it, and Cochise County is a hot bed for it. He advises that if you're not paying attention to it to see Marshal Adams over in Tombstone. They're going through there a lot, and they are catching them there a lot and it doesn't help when the Border Patrol stations are wide open and they know that if they can hit the highway, they're shot. So, a lot is going on signal and traffic and we're doing everything we can to push it back. Fortunately, Governor Haas is pushing for more money so we can address these problems. Under Ducey, Ducey was pushing money to help fund the Border Patrol/border problem and Governor Haas is doing the same thing. Congressman Ciscomani is trying to push recruitment incentive programs for border patrol in our areas as that has been an issue. Mayor Wallace plans to send him a message to let him know he has his support and he's on board as the leader of Huachuca City. They're really trying to push somethings to get this stuff squared out. If you're out there, be careful. If you see the flashing lights, pull over. Because you don't know what they're chasing and what that person might do because they really have no care for themselves or the people they're hauling. They will easily and without any qualms go into oncoming traffic as a means of they're going to get away safely. Be careful when you're on the road, keep your eyes open, be sure to keep your eyes up, and if you see those flashing lights just make sure you move over because like I said you don't know who they're chasing or what they're chasing. Councilmember Butterworth comments It's also the law. Mayor Wallace response and it's the law.

G. Adjournment

Motion: To Adjourn, **Action:** Adjourn, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.
Motion passed unanimously.

Approved by Mayor Johann R. Wallace on February 8th, 2024.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Brandye Thorpe,
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 February 8th, 2024. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
Antelope Run Electric, LLC							
10622	Antelope Run Electric, LLC	22153	Proposal 1/1/24 Library, Label bre	01/30/2024	150.00	150.00	10-57-500
Total Antelope Run Electric, LLC:					150.00	150.00	
Arizado Realty							
10730	Arizado Realty	013124	Sewer Refund	01/31/2024	2.95	2.95	52-21350
Total Arizado Realty:					2.95	2.95	
Arizona Business Equipment							
10455	Arizona Business Equipment	AR31523	Copy Machine Usage/Admin	08/01/2023	21.37	21.37	10-43-300
10455	Arizona Business Equipment	AR33922	Copy Machine Usage/Admin	12/01/2023	21.24	21.24	10-43-300
10455	Arizona Business Equipment	AR35167	Copy Machine Usage/Town Hall	02/01/2024	409.20	.00	10-43-300
10455	Arizona Business Equipment	AR35167	Copy Machine Usage/Police Dept	02/01/2024	66.62	.00	10-51-295
10455	Arizona Business Equipment	AR35167	Copy Machine Usage/Library	02/01/2024	49.38	.00	10-53-340
Total Arizona Business Equipment:					567.81	42.61	
AZ Dept of Public Safety							
1268	AZ Dept of Public Safety	587	Monthly Court Conversion	02/01/2024	16.00	.00	20-40-200
Total AZ Dept of Public Safety:					16.00	.00	
AZ Dept of Transportation							
1240	AZ Dept of Transportation	LA2024000075	Skyline Drive Project Design	12/20/2024	48,134.00	48,134.00	23-40-831
1240	AZ Dept of Transportation	LA2024000076	Skyline Path Project Design	12/20/2023	36,045.00	36,045.00	23-40-831
Total AZ Dept of Transportation:					84,179.00	84,179.00	
Az State Treasurer							
1274	Az State Treasurer	586	Monthly Conversion	02/01/2024	4,970.45	.00	20-40-200
Total Az State Treasurer:					4,970.45	.00	
CDW Government							
1553	CDW Government	PC64186	Windows Server 2022 OS needed	01/18/2024	805.99	805.99	10-48-210
Total CDW Government:					805.99	805.99	
CenturyLink							
10348	CenturyLink	010724	Town Hall Phone Service	01/07/2024	321.94	321.94	10-43-271
10348	CenturyLink	010724	Police Department Phone Service	01/07/2024	170.58	170.58	10-51-271
10348	CenturyLink	010724	Public Works Fax	01/07/2024	67.77	67.77	10-57-340
10348	CenturyLink	010724	Library Phone Service	01/07/2024	88.36	88.36	10-62-271
Total CenturyLink:					648.65	648.65	
Cintas Corporation No. 445							
10067	Cintas Corporation No. 445	0F34540778	Fire Alarm Repair	10/26/2023	399.05	399.05	10-57-500
10067	Cintas Corporation No. 445	4180850179	Uniforms- Water	01/22/2024	23.39	23.39	51-40-110
10067	Cintas Corporation No. 445	4181568830	Uniforms- Water	01/29/2024	23.39	.00	51-40-110

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
10067	Cintas Corporation No. 445	4180850179	Uniforms- Sewer	01/22/2024	23.39	23.39	52-40-110
10067	Cintas Corporation No. 445	4181568830	Uniforms- Sewer	01/29/2024	23.39	.00	52-40-110
10067	Cintas Corporation No. 445	4180850179	Uniforms- PW	01/22/2024	5.20	5.20	55-40-110
10067	Cintas Corporation No. 445	4180850192	Landfill Uniforms	01/22/2024	40.82	40.82	55-40-110
10067	Cintas Corporation No. 445	4180850220	Landfill Uniforms	01/22/2024	161.73	161.73	55-40-110
10067	Cintas Corporation No. 445	4181568791	Landfill Uniforms	01/29/2024	44.80	.00	55-40-110
10067	Cintas Corporation No. 445	4181568810	Landfill Uniforms	01/29/2024	174.30	.00	55-40-110
10067	Cintas Corporation No. 445	4181568830	Uniforms- PW	01/29/2024	5.20	.00	55-40-110
Total Cintas Corporation No. 445:					924.66	653.58	
Cochise County Treasurer							
1867	Cochise County Treasurer	585	Monthly Court Conversion	02/01/2024	23.93	.00	20-40-200
Total Cochise County Treasurer:					23.93	.00	
Code Publishing, Inc.							
1897	Code Publishing, Inc.	GCI0012952	Municipal Code-Wed Update	01/23/2024	775.50	775.50	10-43-703
Total Code Publishing, Inc.:					775.50	775.50	
DE Lage Landen Financial Services							
10476	DE Lage Landen Financial Servic	81847087	Copier Lease- Admin	02/15/2024	168.37	168.37	10-43-840
10476	DE Lage Landen Financial Servic	81847087	Copier Lease- Police	02/15/2024	68.19	68.19	10-51-705
10476	DE Lage Landen Financial Servic	81803989	Contract: 500-50158929 R249890	01/12/2024	13,497.05	13,497.05	10-51-841
10476	DE Lage Landen Financial Servic	81803989	Contract: 500-50158929 R249995	01/12/2024	13,497.05	13,497.05	10-51-841
10476	DE Lage Landen Financial Servic	81847087	Copier Lease- Library	02/15/2024	68.19	68.19	10-62-705
Total DE Lage Landen Financial Services:					27,298.85	27,298.85	
Empire Homes, Inc.							
2223	Empire Homes, Inc.	17389	Restock 44 tons 3/4-1" Gravel for l	01/31/2024	951.65	951.65	55-40-460
Total Empire Homes, Inc.:					951.65	951.65	
Empire Southwest, LLC							
2220	Empire Southwest, LLC	EMRA0039081	Rent 613C Scraper from Empire	12/05/2023	8,625.35	8,625.35	55-40-610
2220	Empire Southwest, LLC	EMRA0039468	2nd phase rental 613C Scraper, D	01/03/2024	8,081.85	8,081.85	55-40-610
2220	Empire Southwest, LLC	EMWK3624115	PM3 service for the D6T Track Do	01/23/2024	3,171.48	3,171.48	55-40-610
2220	Empire Southwest, LLC	EMWK362463	WALKTHROUGH, repair the 816K	01/24/2024	5,974.09	5,974.09	55-40-610
2220	Empire Southwest, LLC	EMRA0039607	Empire Rentals, extend the rental	01/12/2024	5,210.48	.00	55-40-846
Total Empire Southwest, LLC:					31,063.25	25,852.77	
General Fund(Trust)							
2364	General Fund(Trust)	584	Monthly Conversion	02/01/2024	6,236.59	.00	20-40-200
Total General Fund(Trust):					6,236.59	.00	
Goering, Roberts, Rubin, Brogna, Enos							
10629	Goering, Roberts, Rubin, Brogna,	20346	Professional Services	01/23/2024	22.50	22.50	10-51-231
Total Goering, Roberts, Rubin, Brogna, Enos:					22.50	22.50	
Gregory C. Rainey							
10562	Gregory C. Rainey	583	Restitution Payment Case No. M0	01/30/2024	20.92	20.92	20-40-200

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
Total Gregory C. Rainey:					20.92	20.92	
Jack Furrier Tire & Auto Care							
10395	Jack Furrier Tire & Auto Care	304891	labor for oil change	01/23/2024	75.62	75.62	10-51-470
10395	Jack Furrier Tire & Auto Care	304891	quarts of full synthetic oil	01/23/2024	2.25	2.25	10-51-470
Total Jack Furrier Tire & Auto Care:					77.87	77.87	
Mountain View Air Conditioning & Heating							
10513	Mountain View Air Conditioning &	113763	Repair code to service units and fi	01/05/2024	668.38	668.38	10-57-500
Total Mountain View Air Conditioning & Heating:					668.38	668.38	
Moyes Sellers & Hendricks							
10370	Moyes Sellers & Hendricks	39823	Gila River Adjudication Proceedin	01/24/2024	132.50	132.50	51-40-650
Total Moyes Sellers & Hendricks:					132.50	132.50	
Patrick K Greene							
4527	Patrick K Greene	012424	Court 1/19/24	01/24/2024	1,275.00	1,275.00	10-45-120
Total Patrick K Greene:					1,275.00	1,275.00	
Phoenix Welding Supply Co.							
10011	Phoenix Welding Supply Co.	SV00127226	10 foot flat stick	01/12/2024	13.29	13.29	51-40-460
Total Phoenix Welding Supply Co.:					13.29	13.29	
Richard Miller							
10498	Richard Miller	582	Case: M0248CR20170016	01/30/2024	50.00	50.00	20-40-200
Total Richard Miller:					50.00	50.00	
Ruben A. Villa							
4360	Ruben A. Villa	6	Consulting Services Retainer	02/09/2024	.00	.00	
4360	Ruben A. Villa	6	Consulting Services	02/09/2024	2,625.00	2,625.00	10-43-650
Total Ruben A. Villa:					2,625.00	2,625.00	
Southwest Gas Corporation							
3879	Southwest Gas Corporation	012324	Gas Utility- Town Hall	01/23/2024	543.50	543.50	10-43-340
3879	Southwest Gas Corporation	012324	Gas Utility- Fire Station	01/23/2024	1,252.78	1,252.78	10-53-340
3879	Southwest Gas Corporation	012324	Gas Utility- Community Center	01/23/2024	55.29	55.29	10-60-340
3879	Southwest Gas Corporation	012324	Gas Utility- Library	01/23/2024	80.22	80.22	10-62-340
3879	Southwest Gas Corporation	012324	Gas Utility- Senior Center	01/23/2024	80.22	80.22	10-68-340
Total Southwest Gas Corporation:					2,012.01	2,012.01	
Southwest Risk Services							
3884	Southwest Risk Services	56139	Renewal	06/16/2023	2,827.68	2,827.68	10-60-530
Total Southwest Risk Services:					2,827.68	2,827.68	
Sparkletts							
3541	Sparkletts	117434480125	Previous Balance	01/25/2024	10.00	10.00	55-40-460

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
Total Sparkletts:					10.00	10.00	
SW Building Inspection Service							
4025	SW Building Inspection Service	10560	Code Enforcement/Zoning	12/29/2023	4,500.00	4,500.00	10-54-360
4025	SW Building Inspection Service	10583	Code Enforcement/Zoning	01/31/2024	4,500.00	.00	10-54-360
Total SW Building Inspection Service:					9,000.00	4,500.00	
Terminix Processing Center							
10459	Terminix Processing Center	856667	Pest Control- Town Hall	01/22/2024	29.00	.00	10-43-340
10459	Terminix Processing Center	856668	Rat Bait Boxes- Town Hall	01/22/2024	10.00	.00	10-43-462
10459	Terminix Processing Center	856667	Pest Control- Police	01/22/2024	29.00	.00	10-51-462
10459	Terminix Processing Center	856668	Rat Bait Boxes- Police	01/22/2024	10.00	.00	10-51-462
10459	Terminix Processing Center	856667	Pest Control- Library	01/22/2024	29.00	.00	10-53-340
10459	Terminix Processing Center	856667	Pest Control- Fire	01/22/2024	29.00	.00	10-62-462
10459	Terminix Processing Center	856668	Rat Bait Boxes- Fire	01/22/2024	10.00	.00	10-62-462
10459	Terminix Processing Center	856668	Rat Bait Boxes- Library	01/22/2024	10.00	.00	10-62-462
10459	Terminix Processing Center	856667	Pest Control- Senior Center	01/22/2024	29.00	.00	10-68-462
10459	Terminix Processing Center	856668	Rat Bait Boxes- Senior Center	01/22/2024	10.00	.00	10-68-462
Total Terminix Processing Center:					195.00	.00	
The Bank of New York Mellon							
10439	The Bank of New York Mellon	012924	Interest	01/29/2024	6,815.00	.00	10-43-705
Total The Bank of New York Mellon:					6,815.00	.00	
TransWorld Network, Corp							
9629	TransWorld Network, Corp	15728714-A13	Internet Services	01/22/2024	90.66	90.66	55-40-460
Total TransWorld Network, Corp:					90.66	90.66	
Turner Laboratories, Inc							
4243	Turner Laboratories, Inc	24A0266	MPN, Fecal, Nitrogen	01/23/2024	127.00	.00	51-40-510
4243	Turner Laboratories, Inc	24A0596	Ground Water Semi-Annual Tests	01/26/2024	573.00	.00	51-40-510
4243	Turner Laboratories, Inc	24A0265	BOD, MPN, Total Coliform and E.	01/23/2024	117.00	117.00	52-40-702
Total Turner Laboratories, Inc:					817.00	117.00	
Verizon Wireless							
4343	Verizon Wireless	9953590939	cell phones	01/07/2024	1,565.78	1,565.78	10-48-275
Total Verizon Wireless:					1,565.78	1,565.78	
Grand Totals:					186,833.87	157,370.14	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
--------	-------------	----------------	-------------	--------------	-----------------------	-------------	-------------------

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.



