



TOWN OF HUACHUCA CITY

The Sunset City

**HUACHUCA CITY TOWN COUNCIL
PUBLIC MEETING NOTICE
Thursday, March 14, 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 February 28, 2024.
- C.2 Consider approval of the Payment Approval Report.
- C.3 Consider approval of the disposal of a 2010 Chrysler Sebring VIN 1C3CC5FDXAN185064, a 2005 Toyota Camry VIN 4T1BE32K15U616750 and a 2010 Dodge Nitro VIN 1D4PT5GK2AW121625 through Public Surplus.

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 [Spencer Forsberg]: Mr. Forsberg will present the Town's finances for the month of January.

E.2 Discussion and/or Action [Suzanne Harvey]: Approval of the proposed Budget Calendar for fiscal year 2025.

E.3 Discussion and/or Action [Mayor Wallace]: RESOLUTION NO. 2024-03 A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AUTHORIZING THE TOWN TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH COCHISE COUNTY FOR ELECTION SUPPLIES AND SERVICES.

E.4 Discussion and/or Action [Stephanie Fulton]: Approval to spend \$ 5,728.61 of grant funding to purchase StoryWalk® materials for the library's child literacy program.

E.5 Discussion and/or Action [Suzanne Harvey]: Approval of a Memorandum of Understanding with the Arizona Rangers.

E.6 Discussion and/or Action [Suzanne Harvey]: Approval of an Employee Recognition program.

E.7 Discussion and/or Action [Suzanne Harvey]: Approval of a five-year commercial services agreement with Cox Business for internet service.

E.8 Discussion and/or Action [Mayor Wallace]: PROCLAMATION NO. 2024-04 A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, DECLARING THE MONTH OF APRIL, 2024, AS GARDEN MONTH IN THE TOWN OF HUACHUCA CITY.

E.9 Discussion and/or Action [Mayor Wallace]: PROCLAMATION NO. 2024-05 A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, DECLARING THE MONTH OF APRIL, 2024, AS SEXUAL ASSAULT AWARENESS AND PREVENTION MONTH IN THE TOWN OF HUACHUCA CITY.

F. Reports of Current Events by Council

G. Adjournment

Posted at 5:00 PM on March , 2024, at the following locations:

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

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
February 28th, 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, Jean Smelt, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

Absent: Danielle Cardella, Debra Trate.

a. Invocation

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C.1 Consider approval of the Minutes of the Regular Council meeting held on February 8, 2024.

C.2 Consider approval of the Payment Approval Report.

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

Mayor Wallace asked if there was any discussion.
Council had no questions,

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

Motion passed unanimously.

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Mayor Wallace informs the Council that items E.1 and E.2 must be tabled due to this meeting having had to be rescheduled. These items were not able to be scheduled for tonight's meeting and will be on the next agenda. They will be continuing to item E.3.

E.1 Discussion and/or Action [Spencer Forsberg]: Mr. Forsberg will present the Town's finances for the month of December.

E.2 Discussion and/or Action [Suzanne Harvey]: Presentation from Wells Fargo regarding investment options for Town funds.

E.3 Discussion and/or Action [Suzanne Harvey]: Initial presentation of potential American Rescue Plan Act "ARPA" projects the Town could undertake with its share of ARPA funds.

Motion: Initial presentation of potential American Rescue Plan Act "ARPA" projects the Town could undertake with its share of ARPA funds, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Chisty Hirshberg.

Town Manager Suzanne Harvey tells the Council that the town staff have met many times to discuss what they see as priorities for the Town and what would be a good use for those moneys. They are going to present this, and they are open to feedback as they might have ideas that haven't been hit upon. She asks that they keep an open mind while they go through this. She tells the Council that the Town has received \$579,790 dollars. They have put aside already in the budget process this year \$112 and some change for the Blastids Engine and the Brush hog. We're still waiting for the congressionally directed funding. The last word we got was that ours was still in the queue and that we would be in line to get it. We haven't heard anything yet, but they haven't finalized any budget yet for the Federal Government, and this is federal funds. With a few exceptions the rest of the money, which is \$467,665, can be used for any General Fund expense. Which means that we can not use it for our enterprise funds. That's why she's making this distinction. We have to report every year. She has reported for the last two years that we have not yet identified our projects. Must be obligated by December of this year and obligated means that we put in plan a way to spend it and that we're going to move it into a separate fund to show that those funds are being obligated and are no longer just in our General Fund. We have to have them expended, as in we pay every single dollar of it out by December of 2026. Next Manager Harvey shows the Council the purposed projects and she tells them that the top three have been marked in a different color because the staff are in agreement with these. 100% agreement.

Manager Harvey tells them that for the Pool Rehab they are guessing an estimate will be around \$125,000. This would include the replastering and include some of the work with the plumbing and the filtering system. This is an estimate from a company that hasn't actually looked at the pool, but it gives us an idea of what to work with. If we do this, we would also want to upgrade the picnic tables and the shade if possible. We would look at a solar cover if possible. She tells the Council that the thing with the pool is that we will lose this resource if we don't do something with it and a couple of the City's around us have dealt with some huge expenses because they didn't do that and then they weren't able to open their pool last year and it's costing them more to fix it because they waited so long. This was a huge agreement with all staff.

The fire alarm system in the Activity Center, we need to do that. Right now, we have to have people do fire watch. So, this is a need, it is not a desire, and we can use this money to do that work. That fire alarm system as far as we know has never worked. It was installed and never was functional.

Mayor Wallace asks if we have a fire alarm system at the Community Center?

Manager Harvey answers no, but we're not required to. She explains that this is based on the inspections. If you have a building that has the pull system, it must be functional. You do not have to have a pull system. Once it's in you can't take it out.

Mayor Wallace commented that that made sense and he just wanted to know if there was a requirement to have one at the Community Center as well because it's a public building.

Manager Harvey tells the Council that we passed the fire inspection and there was no problem there. They had to fix the one at the library. They found the money and fixed the one at the library and this is the next one to fix.

Next, she talks about the Parking lot paving. She tells the Council that they had recently received a visit from risk management from the Town's insurance company. She explains that they tour all of our facilities and then they give us feedback on what they see as high risk and liability. Our parking lot at the Activity Center and the Library is the hit list for this visit. We haven't gotten it back in writing yet but that is what they really fixated on was that parking lot because it's a tripping hazard.

Mayor Wallace asked about the parking lot at the Community Center.

Manager Harvey answers that they didn't.

Town Clerk Thorpe tells the Council that they didn't go out to the Community Center or the Public Works building.

Mayor Wallace asks why not?

Town Clerk Thorpe answered that they chose where to go. Everything had been open and ready for them, but they got to pick, and she chose just to see these few buildings right here.

Manager Harvey tells the Council that for the parking lot paving, she's already had someone come out and look at it and we don't have a cost yet. It would entail us moving the handicap parking to the back. The reason for that is the front, the grade of that parking lot is not in compliance with ADA, and it would involve a lot of earth moving to get the graded space. We can move it to the back and put a ramp at the back and we'll be ADA compliant. Then repave with liquid asphalt so it's all smooth again on both sides, they would do it to the front and the back and in front of the library. She tells them again that they don't have an estimate for that cost yet, but it is something that all staff consider a high priority. She tells them that the Community Center would be done too if they are able to use the funds down there, this is a question.

The next priority would be to re-cable Town Hall. That would cost between \$15,000 and \$25,000 to do. It's a mess and it's really impacting our ability to upgrade to different things that could save us money. She gives the example of void phones and the ability to use voice over internet protocols.

Painting and patching the exterior of the Library and the Activity Center and the interior of Town Hall. She tells the Council that we need to do the interior of all of our buildings but just like with the exteriors we're going to have to do a little bit at a time. She tells the Council that anything they can't fund with these funds they're going to try and put them on a capital project list so that we can look every year in the budget and try and pick one to write into that budget.

New carpet and flooring and the Library and Town Hall. She tells the Council that for at least the past ten (10) years that hasn't been done and carpets in public places get a lot of use. For the library, she knows of many instances of bodily fluids being on the carpet and it probably should be replaced. It's expensive to do.

An AV system in Council Chambers so that we can broadcast our meetings and the mayor doesn't have to mess with his phone. We would like to have something set up so that the sound is better so that people are able to see you all and hear everyone and we're not using a phone to do it.

Tables, chairs, binds, and refrigerator at the Community Center. This is if we can use the money down there. There is some question about federal funds being used in a flood zone and that is located in a flood zone. It may be that we can use the money down there, but we would have to do additional authorizations from the Federal Government to get permission to use the funds there. Mr. Benavidez is still looking into that and what he has found so far is that there are more hoops to jump through if you want to use the funds in a flood zone. If we can use it down there, we are also looking at rehabbing and replacing the benches and picnic tables in Hunt Park. We would do the parking lot as well.

Next Manager Harvey tells the Council about three (3) projects that the staff thought would cost a lot and if one was chosen would take a huge chunk of the money. These projects being the Keeline Park Rehab, a splash pad, and a dog park. All of which had been discussed at previous meetings.

She informs the Council that \$50,000 has already been allocated for Hunt Park. She has gotten an unofficial quote for the basketball half court for about \$20,000. The bathrooms remain unknown, and we have Cochise Lock and Safe coming to get us in there. She suspects it's going to cost far more than \$30,000. We may even have to tear the building down and rebuild it. The roof is falling in and Public Works Director Jim Halterman has told her that the plumbing is filled with rocks. So, this may be a bigger expense than we realize. We've promised a water fountain for down there and our guys can do that. We do have the water fountain. The \$50,000 will probably not be enough money. If we're allowed to, Manager Harvey suggests that we earmark some of the ARPA funds to cover that shortfall though we don't know how much that will be yet.

Manager Harvey shows the Council some of the projects that had been identified but that they found other ways to pay for. Laptops and docking stations are something that will improve productivity for the folks that work here, and they think they have it in the IT Budget for this fiscal year to make that happen.

The Road Raider, something we really need, we can use HURF money, we'd just need to budget it. She tells the Council that for the next few months they will be budgeting money so that the Town can purchase a Road Raider.

Tennis court resurfacing and net, which she believes is on the agenda for tonight, they are trying to get an AARP grant to pay for that. It is a grant that is meant to encourage physical activity among seniors and it's mostly our seniors that are using the tennis court. We think that if we can't get enough to do it, if we can get part of it, we'll try to write the rest into the budget.

We want to tie up the sidewalk on the corner of School and Gila to make it work with the new crosswalks and we're looking at HURF money for that. Thermal paint, crosswalks, and stop bars which we can use HURF money for. We just have to program it into the budget.

The kitchen in the Senior Center. We're working with the University of Arizona Cooperative Extension in partnership to try to get a grant through the Community Development grant. It's a USDA grant.

Another idea was covered parking with solar and charging station. Manager Harvey tells the Council that they feel that is out of reach at this current moment.

Global Information System (GIS), which is used to determine parcels of land and ownership and rights-of-way. Currently Doctor Jim Johnson has it for his business and can use it for us. We can also use County's. It would be nice to have but it's not a must have.

Councilmember Ferro commented that with the system we would need to be prepared to pay for some training costs, because while he hasn't used one in years, the one he did use required a semester's training class.

Mayor Wallace comments that they are a lot easier to use now than they used to be. He uses the County's GIS map all the time. He asks for clarification on what the thought is on the Town getting our own GIS when County already has one that we can leverage.

Manager Harvey answers that Doctor Johnson thought it would be a benefit to the Town to be able to have access to it all the time. She also mentions that she believes there is additional information if it is your own system. It's not everything that is public facing, it's more information that isn't public facing.

Mayor Wallace comments that this would hopefully be something that the Council could get more information on in a future meeting. To ensure it's something worth spending the money on when we already have a solution out there. So far, he's been able to find out anything he's wanted to about any parcel of land in Sierra Vista, Huachuca City, Cochise County.

Councilmember Ferro commented that even if we do get our own system, it would be covered in County's overlays.

Mayor Wallace asks again that this be on a future agenda.

Manager Harvey tells the Council that the city of Bisbee, if you check out their website, they have a new system that is not GIS but is similar. It is very user friendly to the public. It only cost them about \$5,000. It's really helpful for the public who are looking to buy a piece of property.

Mayor Wallace comments that he is interested to know, at a future meeting, what is on the back end that we can't see.

A new bus. This came up that we want to buy a bus for the city not Fort Huachuca. They are currently working to get 53 TIN funds. That wouldn't happen until FY26, but we believe we can wait until FY26 to replace our bus.

Manager Harvey now asks for Council direction saying she will show that projects again. She tells them that she is looking for directions to proceed with the projects as listed. That we'll fund it until we can't fund it anymore and the funds run out. Or the direction to proceed with the top three (3) or other projects that the Council identifies and come back with better quotes to prioritize the remaining projects. Or if Mayor and Council feel it's necessary to schedule a work session to determine the priorities.

Mayor Wallace commented that tracking the whole situation with Hunt Park, the park in the flood plain. ARPA funds, which we've talked about before and can be used to pay for fire protection services. So, if we can use ARPA funds for fire protection services that basically results in unrestricted funds available in our General Fund that we can then use on projects in the park. Manager Harvey answered that this is correct.

Mayor Wallace replied ok, that is one option. We're not breaking the law; we're just playing the system. Just using the system as it was built. It's not our decision to restrict federal funds for the flood plain. So, when we're looking at some of the rehab things that's one option. He would say that paint, patch exterior Library and Activity Center and Interior Town Hall. He can understand the lack of mentioning of the Community Center because of the whole Floodplain thing.

Manager Harvey tells the Council that it was also painted more recently than any of the other buildings.

Mayor Wallace asks if it was painted in the new colors.

Manager Harvey answers it was not, but they are looking at preservation too. The Community Center doesn't have all the patches that the Senior Center and Library has.

Mayor Wallace replied that he understands. The problem is that this part of Town always feels like it's the "red-headed stepchild" and we need to stop doing that, period. Whatever we feel is good for this part of town, we need to take into consideration the North part of town. So, he understands the preservation comment but if we're going to paint everything else and that's going to look different, that sends a message. So, it's the optics, we have to treat everything, every single building in this Town. If we're going to do it for one and we have the funds, we have to do them all. He asks that they keep this in mind. He's really serious about anything that they do at Hunt Park, if we can leverage. To utilize the funds switch, if you will, move that to unrestricted funds. We do that. He likes the idea of the top three things on the list. Because and the reason he asked about the Community Center is that we use that for Town functions. We're starting to use that for library functions. It needs to be given the same focus that we're doing for the Library and the Activity Center. He drove by the other day, and we have cracks with grass coming out, so somebody walking could possibly trip over it.

Manager Harvey replies absolutely. It was something that had been discussed, but she didn't put it on the slide.

Mayor Wallace continues that the parking lot paving at the Community Center is something that they need to take into consideration as well. That might even be considered doing something because we have this big spot there that is just dirt. Do we need to reconfigure it, do we need to move things. You know, same thing. He likes the top three things. Then we could start hitting everything else based on priority. If Council wants to come and look at the projects and reprioritize them or we can talk about it tonight. Maybe move them around. He comments he likes the top three, that the second two definitely are for safety and the first is a preventative thing so that we can keep that resource for the Town.

Councilmember Ferro commented that with the Mayors comments in mind, he'd like to suggest that they move the parking lot paving to the top of the list. His reasons are in addition to the property damage thing, he gets the feeling that this will suck up most of this money and he honestly thinks this needs to be the priority over the things on this list right now.

Councilmember Trate Commented that she's for the pool getting fixed. It's needed to be fixed since she's been here and while she agrees she just doesn't want it to go unresolved.

Mayor Pro Tem Hirshberg comments that she does agree with the top three priorities, but she is open to reprioritizing them.

Councilmember Butterworth comments that for the pool, either we keep it, or we close it. It's one or the other. We have to rehab it if we keep it, or we just close it down. The new carpet and floor is something she has always been an advocate for. She's been an advocate of getting rid of the carpet and going with tile or polished concrete.

Mayor Wallace comments that he has also been thinking the same thing about the carpet. What's to say that we can't go to flooring that is easier to maintain in areas like the children's room at the library.

Councilmember Butterworth replied that even in the main area of the library. People are in and out. Or even here in chambers, you don't know what's in the carpet. What microbes and bacteria and critters are in there.

Mayor Wallace comments that he agrees, jokingly saying that carpet is so 1970's.

Councilmember Butterworth tells the Council that this is something they did at her work. They had a high traffic area that they were constantly trying to keep clean, and she told the porters to rip out the carpet, they were going to concrete flooring. It is a lot easier to maintain.

Mayor Wallace replied that he agrees. He told the Council that one way to look at these ARPA funds is that this is money that we can use to get things done, that we've know we've had to get done but we haven't had the money to do. The parking lot paving project, the reason that we found out about it is because of the Risk Management people. So, they're looking at this, now give us a quote. Whether we had this ARPA money or not we would have to do it just using HURF funds.

Manager Harvey cuts in to tell the Council that we can't use HURF money on parking lots. She has had this confirmed. The only reason that we got by with it out front is because we created two roads. So that little piece in the middle was incidental. Now if we end up repaving and doing the project we want to do out here too, if we create a road behind here, we can use that portion, but it will circle around between the Fire Station and the Senior Center. All of that would be done but the parking lot where we have parking space cannot.

Councilmember Butterworth commented that this would cover some of it.

Mayor Pro Tem Hirshberg commented that she thinks they need to move the AV System in the Council Chambers because that's going to be a small ticket item. She thinks they should move that up with the re-cable Town Hall and move to VOIP. It's something that we need, Mayor Wallace isn't going to be here forever, and we need it.

Mayor Wallace commented that the AV system might be here quicker than they think. Back to looking at the top three projects he comments that it would be interesting to know what the cost is on the parking lot project.

Manager Harvey replies that she should have that soon. She walked it with them last week and they promised her a quote within two weeks.

Mayor Wallace asks if they might have the quote by next Thursday.

Manager Harvey that they might.

Mayor Wallace suggests that they keep things the way they are and that they bring back the top three priorities and discuss it next Thursday, once they've hopefully gotten some solid detail and can maybe make that consideration. He heard the comment of fix it or close it and we're not closing that pool. The reason he says that we're not closing it is because we have people coming from Sierra Vista to use our pool.

Councilmember Butterworth further explains her comment. It's either you further maintain and put money into it, or you shut it down before someone gets hurt.

Mayor Wallace comments that she is absolutely correct. The fire alarm system is definitely a lifesaving thing and what's huge about that is it ties into something else that you put on there about trying to get a kitchen. Part of a kitchen you have to have a good fire suppression, fire notification system. Fortunately, the Fire Department is real close, but we want them to know about it before they see the flames. Mayor Wallace comments that he is hopeful that we can get the numbers back by Thursday and they can talk about it briefly. He heard the comment on moving the AV system in Council up. On the Dog park side, he is wondering if there is a chance for grants through the ACO side of the house. If there might be potential grant opportunities on the Animal Control/ Animal Welfare type of perspective that we might be able to find funds for. Through the ASPCA and the SPCA, there might be availability of funds out there. Councilmember Butterworth commented that she had been looking and all of the ones she has found were to upgrade and existing dog park. Not to create a dog park. Animal Control might be able to find something.

Mayor Wallace commented that Keeline Park and Splash pad are a pipe dream right now.

Councilmember Butterworth commented that a splash pad could end up being a liability too. If a kid slips and cracks their head.

Mayor Wallace replies that playground equipment is a liability. Anything that anybody is on anything that belongs to the Town, whether it's a splash pad, playground equipment, a swing, the basketball court, it's a liability.

Councilmember Butterworth reminds the Council that with a splash pad they're also talking water. She was just watching a thing about the decrease of the water supply and the whole water conservation thing.

Manager Harvey adds that they plan to stretch those dollars as far as they can but just because they can't pay for it with ARPA funds doesn't mean that we'll never be able to pay for it.

Mayor Wallace cuts in that these are just priority things, which is good. This is the list that they need and if we can fund and pay for it with ARPA, cool. Whatever we can't we have to budget for and do.

Manager Harvey commented and look for grants.

Mayor Wallace commented that he agrees with what Councilmember Butterworth was saying for the carpet and flooring, just take the carpet out. Let's get rid of the carpeting. He agrees it's easier to clean. On the paint/patch exterior Library and Activity Center and interior Town Hall, is this something that our staff can do?

Manager Harvey answered that some of it is, and they are going to start working on the Activity Center now. They don't have a lot of experience with stucco. We don't have anybody on staff with that experience so we might have to get someone to come and clean that up and then staff should be able to paint the short buildings. She doesn't know if they will be able to paint the Library, because that is so tall, and we'd need a lift. It may be better to get somebody who is a professional to get up high and do that. She believes that we only have to buy the paint for the interior, and we only have to buy the paint for the exterior of the Community Center and Activity Center.

Mayor Wallace asked if she remembered what they paid for Town Hall.

Manager Harvey answered \$10,000.

Councilmember Butterworth commented that that was then, and this is now. Everything is up.

Mayor Wallace replies that he would figure \$15,000 for that and \$30-\$45,000 for the three (3) buildings.

Manager Harvey comments that if Staff is painting two (2) of them it won't be that much. It will cost at least \$10,000.

Mayor Wallace comments that if they're painting two of them then maybe \$20,000 for the Library and maybe another \$10,000 for the patching of the stucco.

Manager Harvey replies yes, if staff can't do it. They are going to try to fix it.

Mayor Wallace commented that he thinks this project is a floater because they need more information on it. For the top three he asks that they find out what the actual cost will be for the parking lot project.

Mayor Pro Tem Hirshberg cuts in to ask if there is any way to move new flooring at Library and Town Hall. To separate those two? She thinks one should be a priority over the other and if they leave them together then they'll look at the whole price and she thinks that they should be looking at each building separately.

Manager Harvey replied that they could line that up.

Mayor Wallace commented that this was a great point. That for any project identifying multiple locations, let's try to break it down by price per location. That might help us further prioritize

things. He thinks the rehab and replace of benches and picnic tables at Hunt Park needs to happen. He comments that he would like to see more of the tables that they got when they did the CBDG over here.

Manager Harvey agrees with him and tells the Council that those are what they would be look at.

Mayor Wallace continues with even from a playground equipment perspective at Hunt Park, there's no reason why we need a big play structure anymore. If we could find something more like what's sitting over here at Leffingwell Park now. It's old and cracking, there are things broken on it.

Manager Harvey replies that he means to replace it, not that we don't need it anymore. She tells the Council that we have kids that play on it all the time.

Mayor Wallace answered yes, to replace it. It's deteriorating. So, if we're talking about a whole rehab, we need to take a look at that equipment out there. It's been out there for a long time. We might want to consider what we really still need in that park, because with the playground equipment we could potentially downsize and open more actual ground area. But he digresses from that rabbit whole. He thinks for the Keeline Park rehab and Splash Pad they should just put those into the "one of these days" bin. Dog park is possibly something that can get grant funding, and we'd like better numbers for everything else.

Councilmember Ferro commented that it might be a little early in the process to do this or it might be that they need to do this now. He asks if anyone on Council wanted to put numerical priority tags on each of these things. Not to say they couldn't move them if they got money for one but not another. He feels like decisions shouldn't be stuck to the wall, so let's number them so they can have an actual running priority list.

Manager Harvey replies that for her, even though she didn't put numbers, this is in numerical order but obviously Mayor and Council can switch it up. There have already been some suggestions for switching it up. This is the order that staff came up with and the only reason that the Hunt Park and stuff was more at the bottom is because we don't know for sure if we can use that money.

Mayor Wallace comments that he likes the staff recommendation. Numerical values he's good with 1,2,3,4,5, which is good with what we have up there, but he believes what's going to drive the prioritization is the ability to fund them. If the parking lot project comes in at \$800,000 then there's no way we can do it, because we literally don't have that money.

Manager Harvey comments that we would do the minimum that we can, which would be to fill in the cracks and potholes.

Councilmember Butterworth agreed with Manager Harvey saying that since it's a liability it would affect the cost of our insurance.

Mayor Wallace once again stated that the cost is what is going to drive the priority. He reminds the Council that they have to be able to obligate everything. Not physically expend the funds. We have to be able to identify each project. Here's what we're doing and here's what it costs. So they don't pull that money back. He wants to see the costs and then bring it back to Council where they can probably refine the list. If we have enough left over after the top three then they can look at doing some of the others. Let's do the fire bill and then see how much it's going to cost to do things at Hunt Park and the Community Center. Then it might inform us on how many fire bills we have to pay and find out how much money we have to unrestricted.

Manager Harvey cautions the Council that with that they have to be really careful. If they need to move that to the next fiscal year, they will. She tells the Council that this money won't transfer

from fiscal year to fiscal year. Once they pay that bill it frees it up for that fiscal year but not for the future.

Mayor Wallace asked if there are any other comments.

Council has no questions.

Mayor Wallace asked that this get brought back for the next meeting.

E.4 Discussion and/or Action [Suzanne Harvey]: Hiring process for the Chief of Police vacancy.

Motion: Hiring process for the Chief of Police vacancy, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Manager Harvey tells the Council that the Town hasn't had a hiring process for many years, we haven't actually advertised and hired a Police Chief. She has been working with County and Chief Hiser from Sierra Vista, to develop a process for the Town. Essentially, we will advertise like we always do for any position on the website and the Sierra Vista Herald. When we go through the selection process some of the criteria is going to be that they have to be Az Mills certified because we don't want to have to go through the cost or have someone that experienced and have to send them down to the Police Academy. Nor do we want to have to go through bringing someone from out of state. They have to learn what the requirements are and challenge the test. We would rather have someone very familiar with the state of Arizona processes. Familiarity with the area would be a plus. We would want to see a variety of leadership roles. We will have County do the background check because they are very experienced with that, and they even recommended this to her. The last step is appointment by Council. She then goes more into detail on the selection process. She tells the Council that there will be a resume review and they will be reviewing for those minimal qualifications. The resume itself will be scored based on preset criteria dealing with experience. The kind of experience we are looking for. County is going to help her develop this criteria as well as Chief Hiser from Sierra Vista. They are both very willing to work with us. There will be an oral board that is specific to administrative tasks that a Chief of Police may encounter as well as law enforcement. There will be three (3) or four (4) board members and it will include scenarios. Discussing potential board members, Chief Hiser said that he would serve. She has Sergeant McGilly from County, and she plans to ask Chief Savage because public safety is public safety, and they all work together. She was recommended to ask Dr. Cox by County that she thought was interesting and she is totally on board with. To have someone who is a respected community member that is apart from the Town. So, Dr. Cox who is the principal at the school. Manager Harvey reminds the Council that we have an SRO at the school. We have a partnership and Manager Harvey thinks she would make a good addition to the Board. This oral board will be scored. Each of the items she has talked about will actually be a third of the score. The selection would be the top scoring person. The last step will be to interview with her, and this will also be scored. Whoever has the most points is who will be brought before Council for appointment. If Council decided for some reason that they don't want that person, we would go back to the drawing board and do the whole process over.

Mayor Wallace commented that he likes this. Explaining that if we have Sierra Vista PD, the Chief of Sierra Vista, we have Chief Savage, if we've got someone from County, and if we got the principal of the local elementary school to go through and do this process, score it, and the last

step is to interview with Manager Harvey. He is going to feel really confident in the selection, the recommendation. He looks at this kind of like senate communities that take nominations, look through the qualifications, and then hire. He likes that process and the reason he likes it is because that's not what happened with our last appointment. This is just a good, set thing to do. We can get input and he just likes it.

Councilmember Ferro comments that it's a professional process.

Motion: To approve the process and let it begin, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

E.5 Discussion and/or Action [Suzanne Harvey]: End of calendar year 2023 - highlights of Town activities.

Motion: End of calendar year 2023 - highlights of Town activities, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mayor Wallace comments that we did things.

Manager Harvey replied that we did do lots of things and she's sure she's forgotten some of them. She tells the Council that it's hard to encapsulate a whole year and for so many different departments. She has put together some of the pictures from last year, though she wishes she could have added more. These pictures show some of the events they did, and she tells the Council that these events serve the Community and that a lot of folks come out for them. Back to School she thinks they gave out like 200 backpacks. National Night Out was a huge success. She tells them that they did an employee Christmas party and while she's sorry, she didn't invite Council because the staff will have more fun if they aren't here. They also had an Employee Appreciation Day which they did invite Council too and she believes that some of Council came to it. Some one had donated to us hamburgers, so we did hamburgers. The Get Out and Play at our newly upgraded park was done with the Cooperative Extension of the University of Arizona. Manager Harvey went and it was so much fun. It was very unstructured, but the kids had a blast. Our Creepy Candy Cruise is always a huge success. Our Thanksgiving Meal, she thinks we served 125 people in our community. 125 people served a Thanksgiving Meal 100% free that was prepared by Town staff. Town Clerk Brandye Thorpe and Director of Transportation Gerald Hursh worked really hard on that and our Bus driver Leslie, who has now passed away, she delivered those meals. It's hard to think that just that long ago, she delivered them to homebound people. Manager Harvey tells the Council that they delivered probably 30 meals out of the 125. Tree lighting and Polar Express, which is her favorite, we had a good crowd and nothing bad happened. We had a great Santa. The Christmas Parades, which she has plural because they participated in Sierra Vistas parade. She thinks it's great for the Town. To be out there and to be seen. The Holiday Meals, we have a couple Holiday Meals at the Activity Center too. She shows them some pictures from the different events.

Next, she tells them about the programs that were done, explaining that these are separate from events. Summer Splash is something that the Town has done for many years, she even had her kid in it. He's 19 and he started when he was five (5) years old. This is a program that she thinks is traditional for this Town and that she is really proud of. Our Senior Game Nights, Social Hours, the Diaper Bank which is new to us this year. The lending Shed, which is where we lend

out medical equipment and incontinence materials for seniors and handicapped folks. Summer Reading. Our Tax assistance down at the library. The Town's Holiday Gift Baskets, which is another favorite of Manager Harvey's. They held a Stuff the Bus for the Gift baskets and another for the school supplies. They also did that neighborhood collection which she was so glad that they brought that back.

Mayor Wallace commented that he was too, and he loved it so much.

Manager Harvey commented that it really gets us in the spirit of giving for the Holidays. She mentions that Library and Community Services Director Stephanie Fulton did a lot of work collecting private donations. So, Manager Harvey wants to mention that a lot of the businesses support these things too by making donations and Director Fulton goes out there and gets that money. SEACAP assistance, they are now coming once a month to provide information on assistance that is available for folks to pay their utilities. We have a whole transit system, program, department now. Manager Harvey tells the Council that she is sure that she has forgotten some programs, but these are some that are highlights to her.

Partnerships with SEACAP, Chiricahua Nobile Clinic, and the Chiricahua Outreach Team. The Chiricahua Outreach Team, they come out to do things like take people's blood pressure and check their blood sugars. The mobile Clinic is for appointments. Family Healthcare Amigos, these are the people that run the lending shed. The Legacy Foundation, we have been so lucky. We have gotten numerous grants from them. Huachuca City Community Garden. They set up classes out of the garden, classes on healthy eating, and they give out food from the garden to people in the community who need it. Arizona Rangers, we couldn't do our events without their support. University of Arizona Cooperative Extension, they have partnered with us on numerous things. The Chambers of Commerce. Manager Harvey feels it's important to mention those because we only joined a couple years ago, and she thinks that the Town being out there and seen at those events has raised recognition of Huachuca City as a potential business site. And we saw new businesses this year. Huachuca City School and Huachuca City Lions Club. She tells the Council that the Friends of the Huachuca City Library should have been on the presentation, but they are part of the library in her eyes. These are all folks that help us do the things we do and we're really grateful to have those partnerships. Local businesses too.

Next, she goes over some of the projects the Town completed this year. The CBDG park upgrade. She thinks that it's beautiful and that it's getting used a lot.

Councilmember Ferro commented that every time he walks by there, there are at least a couple of kids there. Every time. Even when the weather is acting up.

Manager Harvey commented that it's wonderful.

Mayor Wallace agreed that it is. He also mentioned that this is something that we'll need to maintain, like the walking path. That get's used so much.

Manager Harvey replied that we're going to have to do yearly maintenance. And the CBDG project was a very long project because of covid in the middle. So, it took us a long time to get there but we got there, and you can look out there and see it. Above ground storage tanks. She tells the Council that we had an in-ground storage tank that we needed a permit for. It has been there forever, before her time and even Public Works Jim Halterman's time with the city. We didn't have a permit for it. She tells them that they are also getting away from the in-ground storage tanks. We managed to budget for it. We had tried to get a grant, we didn't, but we managed to get it done. An above ground storage tank does not require a permit and is much safer for the environment. This is for our generators which keep our water supply going if we lose power. It's an important project. Irrigation system in the Wellness Memorial Park, we got that

finished last year. We're going to be planting trees, we hope, for Arbor Day. That is the plan. COX cable came in. This wasn't our project, but it did involve us because it involved Planning and Zoning Doctor Jim Johnson. Doctor Johnson and Public Works Halterman did all the marking so that Cox could go out there and dig. The Landfill access road. She doesn't know if any of Council has been out there in the past six (6) months, but they really did a lot of work to smooth that out and make it safer for the trash trucks that have to go up on the hill. It looks a lot better. In finance, they changed the structure of the finance department. Hired a consultant. We have a new budget process through that consultant. Our 2023 audit is still in process so she couldn't report on that. We hope it will be done with soon. They actually got pulled away to work on something that they had a suspense date of 28 February and now the auditors will get back to us.

Public Works, she thinks it is important to mention that they have a fairly new crew. The town lost to retirement some of the folks that had been with us a long time and had a lot of experience, so we have new guys there. Public Works played a huge part in getting that irrigation system in place, Especially Joe. He was out there with the backhoe. The Town Hall painting project was completed. We did have to do numerus A.C. (Air Conditioning) repairs and that was all stuff for Public Works to handle.

Water, Sewer, Trash. We renewed our contract with Waste Management. We had 49,000,000 (and something) gallons of water provided to users this year. If you ever wanted to know how many gallons of water our water system provides per year, this is it. Responded to several water main breaks. Aging pipes are a concern, and it is something that we're looking for grant money to do what we can do with. Sampling and test the water throughout the year, we had no deficiencies. Manager Harvey thinks that is something important to note. It is on our website, because we have to post that consumer confidence report that we do. A lot of folks don't realize that that's saying a lot. No deficiencies, and we test and sample monthly. A big relief for all of us, we got tested for PFA's and there was none in our drinking water. That should make the community feel safer. They drained and cleaned the sewer pond. Manager Harvey tells the Council that they clean it regularly, but that time they completely drained it. At the landfill we processed 36,977 tons of trash, that's a lot of trash. We did raise the rate. We had to, to keep up with inflation. She tells them that the old fire trunk that had been sitting and taking up space at the dump was put in surplus. It made the Town \$1,000. Whetstone Fire Department came and got their trunk out of the way, which we needed them to do to change the drainage. The access road to the dump was improved. No ADEQ violations this year. We had some the previous year but none for this year. Improved preventative maintenance has resulted in less equipment downtime and repair costs compared to the last two (2) years.

Mayor Wallace replied that so far this fiscal year, the last one is very noticeable because he can't think of any major repairs they've had to do.

Manager Harvey comments that there has been one, but it was covered by warranty.

We established Library Services at the Community Center. We've had a great variety of speaker programs and classes at the library. Bingo palooza and Chess Club are both new programs that the library is now coordinating, and we obtained funding for Story Walks in both parks. So, there will be one in Hunt Park and Leffingwell. In addition, they are doing the programs for the school too. There's an after-school program. We do them every year and there is a variety of different programs.

Transit. We established Fort Huachuca services. That's a big plus for us. We eliminated the city bus fee for last year, for this fiscal year. We got a new bus for Fort Huachuca service, trained two

(2) new drivers purchased and installed two (2) radios to enhance driver communication and safety, and we've initiated the process to obtain 5310 funding so that we can buy another city bus. That won't be in FY26 because that's when it opens.

Police. We had a change in leadership and have an IGA with County currently. Tracks Migration is on going to migrate from our own to County. Currently she believes we aren't completely migrated. It's an ongoing process but we did start it last year. Our evidence room was audited, that was just completed, and we are okay. We had County come and do that and it was probably the first time it has ever been done in Huachuca City. That was an important thing that we did. We received two (2) new vehicles and money for two (2) more. We got one Stone Garden vehicle and one DEMA vehicle and we have already been approved for the funding. We will be purchasing two (2) more DEMA vehicles. Our officers completed all their yearly training and qualified with weapons and did everything they needed to do to meet Az post standards. We got the SRO and partnership with the school. Manager Harvey thinks this is a fantastic partnership and that the school is happy. We've been wanting to do that, and she thinks it's been on the back of the Towns mind for a while now. We also had Spillman training and records training for the folks that work over there and she doesn't know if that had been done before, it was overdue and it's done now.

Fire. We are no longer relying on Per Diem employees, and she hasn't seen one in about six (6) months. There is still a possibility that if they were really short over there for some reason then we might pull on in. Approximately 80% of the time we now have 24/7 coverage. Our ICO rating was raised to a three (3), so that was an improvement which is great for insurance rates. The bathroom repair is finished, and she is so happy to be able to say that. A window has been installed in sleeping quarters so we can have our fire station be in compliance with fire regulations.

Court had its triannual audit, we haven't gotten the written results yet, but she believes there is only a couple minor things. The audit is finished, they just haven't received the written results. They had their judicial review and a few minor things. This review only happens once every seven (7) to ten years (10), so it was good that this was done. It's good now for a long time. We got a new judge pro tem and court staff completed 30 hours of required training.

Building Official. 56 building permits were issued. She thinks it's important to note the evaluation for the permits because that has to do with property value. Those evaluations increase the property value for the property. We collected \$40,000 in permitting fees. He inspected and issued a certificate of occupancy for Filiberto's. 142 code enforcement cases were opened. One (1) property was abated by PW and three (3) more were scheduled in December. One of which she thinks will be abated, while they're waiting on the other Twos (2) timelines. There are timelines they have to follow. So, we have to post it. We adopted the new building code which improved our SO rating for buildings from zero (0) to a four (4). Zero (0) means you don't have any. Updated chapters five (5), fifteen (15), and eight (8) of the Town Code. As you know that is an ongoing process and we'll be updating more.

Our Town Clerk issued 38 new business licenses and renewed approximately 100. So that was 38 folks who weren't doing business in our town that now are. It doesn't mean that they are opening a store here, but it means that they are coming into our town to do business.

Inventory sorted a large number of records in preparation for destruction. Inventory is a slog and has been ongoing because we have to get into those big boxes back there.

Mayor Wallace comments to the Council that if they haven't seen it after the meeting they could go back and look to see what all they have been dealing with.

Town Clerk Thorpe replied that this isn't even all of it as some had already been marked and moved to prepare for destruction.

Manager Harvey commented that the next step will be to schedule some destruction or send them if we have to send them off. We're going to get a shred it event.

Processed several IGAs. Two IGSA's with Fort Huachuca. The one for refuse and the bus. Those were also a little more complicated because we're working with the Federal Government. Town Clerk Thorpe took over payroll and trained the new AP (Accounts Payable) Clerk. Completed Elections of Municipal Clerk training and oversaw the financials for the CBDG grant. Manager Harvey tells the Council that this is another very complex thing that you think would be easy, but it is not. Anything involving Federal Funds is a lot of work.

Other items of interest. We obtained the funding for Skyline Drive and the pathway. It's amazing that this happened. It took a lot of work from the SVMPO and we're super excited. On that Skyline Drive and pathway, they are now contracting for the design. We've been meeting with them regularly.

Councilmember Butterworth asked if we had the funds in hand.

Manager Harvey answered that they are in our bank account. She tells Council that we have actually paid the match, reminding them that for the design the Town had a certain match that they had to pay. The rest is sitting at the bank. Next, she talked about the bus contract with Fort Huachuca, telling the Council that she thinks it will add approximately another \$20,000 a year in income for us. The refuse contract, Mr. Benavidez is currently working on putting a direct contract together. That's going to get us about \$48,000 a year for the next ten (10) years. We have new businesses in town. Filiberto's is not the only one. We have the new gutter place and we have completed the sale of that property. We also have the new motorcycle place. So, there are several new businesses. There was a major remodel at Triangle Housing, that was important, and it has a new name now too. This increases the property values and the property tax that we get and the permitting. We conducted several community meetings to hear from the public and businesses. We hope to do that.

Councilmember Ferro asked if they would be doing that more.

Manager Harvey answered yes. She then showed some more photos from different events. She asks the Council if there is anything she forgot.

Mayor Wallace answered the \$25,000 grant from COX. There was so much done over the year. For a small Town we have a lot going on. He thinks it's good to showcase that because residents here might now really know everything that we have going on in this Town every year. It's a good thing to highlight. Did we catch everything, no but that's just because there is a lot going on. He asked Council if there was anything else missing that they remember.

Council answered no.

E.6 Discussion and/or Action [Stephanie Fulton]: Approval to apply for the Community Challenge Grant from AARP [formerly, "American Association of Retired Persons"] in the amount of \$50,000.00 – potential grant projects may be discussed.

Motion: Approval to apply for the Community Challenge Grant from AARP [formerly, "American Association of Retired Persons"] in the amount of \$50,000.00 – potential grant projects may be discussed, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mayor Wallace comments that he thinks they had already talked about the grant thing. Director Fulton answered they had just a little. She greets the Mayor and Council and explains that this is a grant that is due next week and it's a grant program to make communities more livable for people of all ages with tangible improvements that jumpstart long term change. That's their mission to do this grant. Basically, these grants are for quick action projects that will help all residents, especially those 50 and over as Manager Harvey mentioned. Director Fulton's idea is to upgrade the Huachuca City Tennis Courts and install permanent outdoor exercise equipment down in Hunt Park. Flash up grants, which is what this will come under are up to \$50,000 for improvements to open spaces, Parks, and amenities that improve public health, economic empowerment. Government entities are eligible, and that project should be based on that AARP mission. The application is due next week. Mid may they will announce the awards and December 15th is the deadline for project completion. This is a very quick, fast-moving thing. Match funding is not required but it is encouraged. She tells the Council that there was an interesting statistic that Director Fulton had not included on the slideshow. 80% of their grants that they award are under \$20,000. With the majority of them being about \$12,000. So, her thought was that even if we cannot get money to do the upgrade to the tennis court, they would at least be able to get that exercise equipment, and have it installed because that will not take very long at all.

Mayor Wallace asked if they remembered that while they were going through the CBDG process what was the cost on the Tennis Courts.

Manager Harvey answered that she doesn't think they had gotten an estimate for that because they spent the money so quickly, it was already gone before they got to there.

Mayor Wallace replied that he thought that when they were going through the initial scoping of the funds that we had a cost of the Tennis Courts side. They just peeled it out.

Manager Harvey said that it's possible and they can double check that.

Mayor Wallace asked that they do. He would like to remember what they were looking at because he can't imagine, say we got \$50,000. It can't cost more than \$50,000 to do that.

Manager Harvey replied that if we get \$50,000 then that would be enough to do everything, but what Director Fulton is saying is that we probably won't get \$50,000.

Mayor Wallace commented that maybe they hadn't gotten a project worth that. He's had a lot of people ask him about the Tennis Courts.

Manager Harvey replied that she has too.

Mayor Wallace commented that many folks are asking about the Tennis Courts. They would like to get rid of that chain link fence. He is interested to know on that piece, but at the end of the day he's saying yeah let's go for it. Because again when they're looking at ARPA Funds, there is a potential that they could use, depending on how much they get. Say for exercise equipment, say it's \$3,000 bought and installed. We would still have an estimated \$9,000 to move on with.

Next Director Fulton showed the Council a slide of things AARP have done in the past. 40% have been urban. 40% have been rural which she thinks is very important. @0% have been suburban. They have invested \$16.4 million in quick action projects, which is 1,370 grants over seven (7) years. They have all been improvements to community. Director Fulton showed the Council pictures of the outside exercise equipment at a Wilcox Park she visited to see their story walk, their prices, and packages where you get a certain amount and pieces of equipment. They can range anywhere from \$4,650 up to over \$22,000. Individual pieces of equipment will be in the range of \$300 - \$3,000. The sign cost, which she does think is important to note because that will tell people how to use a piece of equipment safely and properly.

Councilmember Ferro commented that safety is a liability now.

Director Fulton agreed with him. She tells the Council that these are just general outlines. There are lots of these going up in parks across America and the World. She thinks it's an awesome idea because that saves people who cannot afford a gym membership and it makes our community a more attractive place for people to want to move to. Next, she asked if there was any feedback.

Councilmember Ferro commented that he liked it. Especially the exercise equipment. He'd like to see some of that in Leffingwell too, but he can use the ones in Hunt Park too.

Mayor Wallace likes it as well and said let's do it. He tells Director Fulton to apply for something and let's see what we can get.

Director Fulton tells the Council that she thinks that even if they get just a little amount of money it will benefit the Town in some way.

Motion: Approve the application. Approve staff to move forward and apply for Community Challenge Grant from AARP in the amount of \$50,000, potential grant projects may be discussed, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg. Motion passed unanimously.

E.7 Discussion and/or Action [Attorney Benavidez]: Opioid Bankruptcy Settlement – the Town, along with countless other municipalities in the country, is an unsecured local government claimant in the bankruptcy of pharmaceutical company, Endo International and its affiliates. The Town is asked to vote on whether to approve a proposed bankruptcy settlement that would provide funding [approximately \$600 million] to public entity claimants arising out of the opioid crisis to be used for abatement efforts. If approved, the settlement money would trickle down to local governments through their respective state distribution plans.

Motion: Opioid Bankruptcy Settlement – the Town, along with countless other municipalities in the country, is an unsecured local government claimant in the bankruptcy of pharmaceutical company, Endo International and its affiliates. The Town is asked to vote on whether to approve a proposed bankruptcy settlement that would provide funding [approximately \$600 million] to public entity claimants arising out of the opioid crisis to be used for abatement efforts. If approved, the settlement money would trickle down to local governments through their respective state distribution plans, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Jeffery Ferro.

Attorney Thomas Benavidez Tells the Council that this is another arm of the Opioid litigation. This group of opioid producers filed for bankruptcy pretty early on and so we had filled to be a claimant in the bankruptcy process. So, it's not a litigation that we had with some of the other companies, this is a bankruptcy process. A bankruptcy litigation. We are one of many, many claimants and we're asked to cast a ballot and pay for a settlement that would for local governments be about \$600 million. Our share of that would be very small but he can't see any reason why we wouldn't want to vote in favor of a settlement. This is what he is recommending. Mayor Wallace asked if there were any questions. He comments that it could probably be like \$5.

Councilmember Ferro asked if they're voting to accept a settlement. If everybody voted no it would drag this on, and we probably wouldn't get anything. it's obvious to vote yes in his mind.

Attorney Benavidez tells the Council that it isn't like the Town would go it alone on these things. You could never make it make sense.

Mayor Wallace asked what type of motion is needed.

Attorney Benavidez answers it would be a motion to authorize the Town to cast a ballot in favor of the proposed bankruptcy settlement.

Motion: To do what Thomas (Attorney Benavidez) just said, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

E.8 Discussion and/or Action [Suzanne Harvey]: Approval of a service agreement with Johnson Environmental Technologies for landfill gas monitoring.

Motion: Approval of a service agreement with Johnson Environmental Technologies for landfill gas monitoring, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mayor Wallace commented that this is just something we have to do. It's a renewal. He asked the Council if they had any questions.
Council had no questions.

Motion: Approval of a service agreement with Johnson Environmental, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Jean Smelt.

Motion passed unanimously.

E.9 Discussion and/or Action [Mayor Wallace]: Proclamation 2024-02 – Declaring March 2nd, 2024, as “Read Across America Day” in the Town of Huachuca City.

Motion: Proclamation 2024-02 – Declaring March 2nd, 2024, as “Read Across America Day” in the Town of Huachuca City, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

E.10 Discussion and/or Action [Mayor Wallace]: Proclamation 2024-03 – Declaring the month of March, 2024, as “Women’s History Month” in the Town of Huachuca City.

Motion: Proclamation 2024-03 – Declaring the month of March, 2024, as “Women's History Month” in the Town of Huachuca City, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Councilmember Smelt added to the Women's History month, down at Naco they have a thing this month for women that helped with the border. Also Big Nose Kate's history is going to be happening in Tombstone on March the 6th.

F. Reports of Current Events by Council

Councilmember Smelt went to the Governor's to see the Governor. She sat right behind her and was so impressed that they were so far up in the chain. She mentioned all of their names, which she thought was kind of cool. Councilmember Smelt didn't agree with everything she said but she's not going to go there. She also went to the Hispanic Chamber. That was kind of cool. It was the first time she had been to that, and she enjoyed it very much.

Mayor Pro Tem Hirshberg also went to the Hispanic Chamber mixer on Friday. She thought it was very good.

Councilmember Butterworth tells the Council that they had the emergency food distribution last Friday and again they had over around 80 people, individual families. Some of them are just one person, some of them are like six (6) or seven (7) in the group. It was a busy day, but it wasn't freezing cold like last year. They had the SVMPO meeting today. House bill 2412, sponsored by David Cook and the appropriate commissions. It is to ask the State legislature to appropriate for the General Fund revenue for state and local projects for the greater Arizona. This includes the SVMPO proposals, supporting the Cochise County Monson Road project, city of Sierra Vista BST project, and Town of Huachuca City School and Gila Drive. It has passed the House of Transportation and Infrastructure committee on January 31st with a nine (9) to one (1) vote. It is now headed to the House of Appropriation committee. House Bill 2866 has been introduced to the legislation; this one is to address electric vehicles. That is because they don't buy gas, they aren't paying into the Road Tax funds and this would assess \$135 a year for the all-electric vehicles. It will not include the hybrids. That would be part of their annual registration. She doesn't know where that Bill is going to go right now. State route 90. Whatever work somebody is doing out there on trees, that's not it. That's not part of the revamping of state route 90, that is something else. Nobody there knew who it was or what they were doing. They are scheduled to start the state route 90 project between February and June. In May they are looking. Mid-October they want to start doing on the flat work and the sidewalks. Mid-August the guard rails and the bridge rehabs. Mid-June they want to work on the pipes, the drainage pipes that have to go in. and then paving between June 2024 and April of 2025. So, they're not quite sure which end they are going to start at. It is up to the contractor whether they are going to start out by the border control station, or Sierra Vista, or if they're going to piece it out. They don't know which way they're going to go with it so that's up in the air. The R-Track meeting she is going to attend is on April 4th and she thinks Manager Harvey is going. They are also pushing safety, being safe while driving is a big important thing. Part of what she gave to Manger Harvey addresses safety and the number of crashes from distracted drivers, drivers that hit pedestrians. Just that if you're driving down the road you pay attention. You don't have your phone in your hand. Newspaper out in front of you. You don't have your tablet in front of you. You don't read a book while you're driving. Stuff that used to be common sense, but apparently common sense is dead. So that's a reminder out there. Pay attention on the road to what's around you, what you're doing, when you're controlling a massive piece of machinery.

Mayor Wallace commented that the Hispanic Chamber was as good as always. He hadn't been to the last couple, so it was nice to go back. They had a really good presentation on this organization that focuses on higher education or secondary education. Giving grant money for people to go after their Bachelors. She's going to be sending him some information about their program because it would be something good for the high school actually to have. Once he gets that information he will get ahold of Mr. Devere and Mr. Thursby and share that with them because if they have any students in high school who might be able to get an

Associate's degree in high school and want to go for their Bachelors. They might have an immediate funding source from this grant. He's going to get that data and share it with Devere and Thursby over at Tombstone. Councilmember Smelt had mentioned the Naco property down there. Well, what's cool about the Hispanic Chamber is that they actually had just for February, which was Black History Month, a Buffalo Solider there. It's really neat because of the history of the Buffalo Soldiers with Camp Naco. One of the best things this Town has done was to get rid of Camp Naco, because David Smith is the mayor down there and just a few phone calls and we were able to get rid of it. Bisbee has done great things with really going after to preserve that place that our Town never did and he's happy for that. Monday, since we had a proclamation today about Read Across America Day, next week is actually Dr. Seuss week at school. He received an invite from Dr. Cox so on Monday he is going to go over there and read to the kids. He picked a couple timeslots to go over and read and is looking forward to that. So yeah, next week is Dr. Suess week at school so if you drive by and see people with a bunch of weird hats it's ok. If their coats are inside out, it's ok. If their wearing crazy socks, it's ok they aren't crazy. They're just enjoying the spirit week. They have Good Morning Sierra Vista coming up next month and then right now there is nothing else major hitting on the schedule right now as far as things coming up.

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 March 14th, 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 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid	Voided	GL Account and Title
1030	AFLAC	137990	Supplemental Employee Insuranc	02/28/2024	1,237.88	1,237.88	03/08/2024		10-22520 INSURANCE PAYABLE AME
1030	AFLAC	790337	Supplemental Employee Insuranc	01/28/2024	1,856.82	1,856.82	03/08/2024		10-22520 INSURANCE PAYABLE AME
	Total 1030:				3,094.70	3,094.70			
1101	American Hose & Rubber Co Inc	021924	Replace hose and valve for repair	02/19/2024	389.97	389.97	02/29/2024		51-40-610 EQUIPMENT MAINTENANC
	Total 1101:				389.97	389.97			
1398	AT&T	021924	Court Landline Long Distance	02/19/2024	108.93	108.93	02/29/2024		55-40-340 UTILITIES
	Total 1398:				108.93	108.93			
2738	James Thies	022824	1 lunch	02/28/2024	12.00	12.00	02/29/2024		10-51-660 TRAVEL AND TRAINING
2738	James Thies	022824	2 dinners	02/28/2024	40.00	40.00	02/29/2024		10-51-660 TRAVEL AND TRAINING
	Total 2738:				52.00	52.00			
3192	PITNEY BOWES	1024769328	New compliant postage machine	01/29/2024	2,305.84	2,305.84	03/08/2024		10-43-840 CAPITAL OUTLAY - EQUIPM
	Total 3192:				2,305.84	2,305.84			
3879	Southwest Gas Corporation	013024	Gas Utility- Senior Center	01/30/2024	85.36				10-68-340 UTILITIES
3879	Southwest Gas Corporation	013024	Gas Utility- Fire Station	01/30/2024	1,427.47				10-53-340 UTILITIES
3879	Southwest Gas Corporation	013024	Gas Utility- Community Center	01/30/2024	62.94				10-60-340 UTILITIES
3879	Southwest Gas Corporation	013024	Gas Utility- Library	01/30/2024	499.51				10-62-340 UTILITIES
3879	Southwest Gas Corporation	013024	Gas Utility- Town Hall	01/30/2024	706.42				10-43-340 UTILITIES
	Total 3879:				2,781.70	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid	Voided	GL Account and Title
9629	TransWorld Network, Corp	15751458-A14	Internet Services	02/22/2024	90.74	90.74	02/29/2024		55-40-460 MAINTENANCE & SUPPLIE
	Total 9629:				90.74	90.74			
10335	HintonBurdick, PLLC	298599	Audit Service/Admin	01/31/2024	5,000.00	5,000.00	02/29/2024		10-43-650 Professional Services
10335	HintonBurdick, PLLC	298599	Audit Service/Landfill	01/31/2024	2,400.00	2,400.00	02/29/2024		55-40-650 Professional Services
10335	HintonBurdick, PLLC	298599	Audit Service/Sewer	01/31/2024	1,300.00	1,300.00	02/29/2024		52-40-650 Professional Services
10335	HintonBurdick, PLLC	298599	Audit Service/Water	01/31/2024	1,300.00	1,300.00	02/29/2024		51-40-650 PROFESSIONAL SERVICES
	Total 10335:				10,000.00	10,000.00			
10357	Southern Tire Mart	6020072115	Mount tire for the roll off truck.	02/22/2024	40.00	40.00	02/29/2024		55-40-610 EQUIPMENT MAINTENANC
	Total 10357:				40.00	40.00			
10476	DE Lage Landen Financial Servic	82057922	Copier Lease- Police	02/24/2024	68.19	68.19	02/29/2024		10-51-705 CAPITAL LEASE
10476	DE Lage Landen Financial Servic	82057922	Copier Lease- Library	02/24/2024	68.19	68.19	02/29/2024		10-62-705 CAPITAL LEASE
10476	DE Lage Landen Financial Servic	82057922	Copier Lease - Town Hall	02/24/2024	168.37	168.37	02/29/2024		10-43-840 CAPITAL OUTLAY - EQUIPM
	Total 10476:				304.75	304.75			
10594	Dooley Enterprises, Inc.	67235	9mm 115 gr full metal jacket roun	02/06/2024	1,931.60	1,931.60	02/29/2024		10-51-466 WEAPONS AND AMMUNITI
	Total 10594:				1,931.60	1,931.60			
10673	Johnson Environmental Tech, Inc.	231219-3	Quarterly Monitoring	12/19/2024	1,850.00	1,850.00	02/29/2024		55-40-855 Methane Monitoring
	Total 10673:				1,850.00	1,850.00			
10728		0865404	Document Fees- AD	12/22/2023	55.56	55.56	02/29/2024		10-43-130 EMPLOYEE BENEFITS
10728		0865404	Document Fees- Bus	12/22/2023	55.56	55.56	02/29/2024		65-40-130 Employee Benefits
10728		0865404	Document Fees- Court	12/22/2023	55.56	55.56	02/29/2024		10-45-130 EMPLOYEE BENEFITS
10728		0865404	Document Fees- LB	12/22/2023	55.56	55.56	02/29/2024		10-62-130 EMPLOYEE BENEFITS
10728		0865404	Document Fees- LF	12/22/2023	55.56	55.56	02/29/2024		55-40-130 EMPLOYEE BENEFITS

TOWN OF HUACHUCA CITY

Payment Approval Report - To Town Manager
 Report dates: 2/27/2024-2/29/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid	Voided	GL Account and Title
10728	July	0865404	Document Fees- PD	12/22/2023	55.55	55.55	02/29/2024		10-51-130 EMPLOYEE BENEFITS
10728	July	0865404	Document Fees- PW	12/22/2023	55.55	55.55	02/29/2024		10-57-130 EMPLOYEE BENEFITS
10728	July	0865404	Document Fees- Sewer	12/22/2023	55.55	55.55	02/29/2024		52-40-130 EMPLOYEE BENEFITS
10728	July	0865404	Document Fees- Water	12/22/2023	55.55	55.55	02/29/2024		51-40-130 EMPLOYEE BENEFITS
Total 10728:					500.00	500.00			
10742	William & Carla Easley	022724	Water Refund	02/27/2024	75.00	75.00	02/29/2024		51-21350 CUSTOMER DEPOSITS
10742	William & Carla Easley	022724	Sewer Refund	02/27/2024	25.00	25.00	02/29/2024		52-21350 CUSTOMER DEPOSITS
Total 10742:					100.00	100.00			
Grand Totals:					23,550.23	20,768.53			

Report Criteria:
 Detail report.
 Invoices with totals above \$0 included.
 Paid and unpaid Invoices included.

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-100 AUTO LIEU TAX	7,403.44	51,431.29	104,541.00	53,109.71	49.2
10-31-200 REAL PROPERTY TAXES	4,857.65	72,055.95	111,619.00	39,563.05	64.6
10-31-240 FRANCHISE TAXES	3,332.39	9,780.61	15,250.00	5,469.39	64.1
10-31-250 CITY SALES TAXES	52,944.49	202,781.90	385,000.00	182,218.10	52.7
10-31-260 STATE SALES TAXES	16,669.02	127,349.45	240,092.00	112,742.55	53.0
TOTAL TAXES	85,206.99	463,399.20	856,502.00	393,102.80	54.1
<u>LICENSES AND PERMITS</u>					
10-32-100 BUILDING PERMITS	441.00	30,228.10	11,500.00	(18,728.10)	262.9
10-32-110 BUSINESS LICENSES	1,680.00	6,545.00	8,100.00	1,555.00	80.8
10-32-120 P&Z FEES	.00	.00	2,500.00	2,500.00	.0
TOTAL LICENSES AND PERMITS	2,121.00	36,773.10	22,100.00	(14,673.10)	166.4
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-100 STATE REVENUE SHARING	35,641.36	249,489.52	427,696.00	178,206.48	58.3
TOTAL INTERGOVERNMENTAL REVENUE	35,641.36	249,489.52	427,696.00	178,206.48	58.3
<u>CHARGES FOR SERVICE</u>					
10-34-140 AUCTION PROCEEDS	4,959.00	15,692.69	30,000.00	14,307.31	52.3
10-34-160 ANIMAL CONTROL FEES/FINES	66.00	121.00	700.00	579.00	17.3
10-34-170 ADMIN GARBAGE FEES	1,364.04	11,078.43	15,120.00	4,041.57	73.3
10-34-530 CITY BUS FEES/DONATIONS	.00	.00	1,050.00	1,050.00	.0
TOTAL CHARGES FOR SERVICE	6,389.04	26,892.12	46,870.00	19,977.88	57.4
<u>FINES</u>					
10-35-100 POLICE FINES	4,253.39	43,567.75	95,000.00	51,432.25	45.9
10-35-110 IMPOUND FEES	135.00	1,395.00	7,800.00	6,405.00	17.9
10-35-112 TOWING FEES	627.65	1,000.15	2,450.00	1,449.85	40.8
10-35-120 LIBRARY FEES & FINES	1,851.00	3,607.39	2,100.00	(1,507.39)	171.8
10-35-125 IMPOUND ADMIN FEES	300.00	600.00	.00	(600.00)	.0
TOTAL FINES	7,167.04	50,170.29	107,350.00	57,179.71	46.7

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
10-36-100 INTEREST	11,414.29	30,879.34	31,000.00	120.66	99.6
10-36-200 UNREALIZED GAIN	(10,872.24)	(3,895.44)	.00	3,895.44	.0
10-36-300 MISC. POLICE REVENUE	.45	7,488.37	8,700.00	1,211.63	86.1
10-36-400 SALE OF FIXED ASSETS	.00	.00	30,000.00	30,000.00	.0
10-36-500 PARKS & REC FACILITY RENTAL	175.00	1,300.00	1,600.00	300.00	81.3
10-36-515 SUMMER SPLASH REVENUE	.00	240.00	1,100.00	860.00	21.8
10-36-900 MISCELLANEOUS	266.75	23,299.10	15,000.00	(8,299.10)	155.3
10-36-902 WORKERS' COMP REIMBURSEMENTS	.00	.00	1,000.00	1,000.00	.0
10-36-904 WILDLAND REVENUE	.00	.00	3,000.00	3,000.00	.0
10-36-905 INSURANCE CLAIMS REFUNDS	.00	.00	15,000.00	15,000.00	.0
10-36-910 LANDFILL LAND LEASE	58,500.00	409,500.00	702,000.00	292,500.00	58.3
10-36-971 TOWER LEASE	.00	.00	12,596.00	12,596.00	.0
10-36-999 DAILY CASH REC OVER/SHORT ACCT	.00	.00	100.00	100.00	.0
TOTAL MISCELLANEOUS REVENUE	59,484.25	468,811.37	821,096.00	352,284.63	57.1
<u>TOWN GRANTS</u>					
10-37-165 DONATIONS - ANIMAL CONTROL	.00	.00	1,000.00	1,000.00	.0
10-37-456 DONATIONS - LIBRARY	25,175.00	26,600.00	3,000.00	(23,600.00)	886.7
10-37-457 LIBRARY GRANT	.00	19,685.00	50,000.00	30,315.00	39.4
10-37-458 SENIOR CENTER GRANT	.00	.00	25,000.00	25,000.00	.0
10-37-459 SUMMER SPLASH DONATION	.00	1,000.00	5,000.00	4,000.00	20.0
10-37-467 POLICE DONATIONS	.00	.00	5,000.00	5,000.00	.0
10-37-480 SUMMER SPLASH GRANT	.00	3,500.00	5,000.00	1,500.00	70.0
10-37-908 GRANTS - IT	.00	.00	15,000.00	15,000.00	.0
10-37-909 BUILDING REGULATION GRANT	.00	.00	10,000.00	10,000.00	.0
10-37-913 USDA EQUIPMENT GRANT	.00	.00	60,000.00	60,000.00	.0
10-37-919 CITY BUS GRANT	.00	.00	100,000.00	100,000.00	.0
10-37-920 GENERAL ADMIN GRANT	.00	.00	50,000.00	50,000.00	.0
10-37-921 POLICE GRANT	.00	2,973.63	180,000.00	177,026.37	1.7
10-37-922 SRO PROGRAM REIMBURSEMENTS	.00	.00	63,831.00	63,831.00	.0
10-37-925 MISC GRANTS	.00	(186.04)	150,000.00	150,186.04	(.1)
10-37-963 E-RATE	.00	.00	25,000.00	25,000.00	.0
10-37-965 SCBA GRANT	.00	.00	200,000.00	200,000.00	.0
10-37-968 PUBLIC WORKS GRANT	.00	.00	20,000.00	20,000.00	.0
10-37-969 COURT GRANT	.00	.00	10,000.00	10,000.00	.0
10-37-970 BACK TO SCHOOL DONATIONS	.00	3,231.00	.00	(3,231.00)	.0
10-37-971 COMMUNITY EVENTS DONATIONS	.00	.00	2,000.00	2,000.00	.0
TOTAL TOWN GRANTS	25,175.00	56,803.59	979,831.00	923,027.41	5.8

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CONTRIBUTIONS AND TRANSFERS</u>					
10-39-965 TRANSFERS IN-TRANSIT SERVICES	1,799.17	12,594.19	21,590.00	8,995.81	58.3
10-39-966 TRANSFERS IN-FT HUACHUCA CONTR	.00	.00	50,000.00	50,000.00	.0
10-39-999 TRANSFERS IN-LANDFILL DUETO/FR	.00	.00	2,300,000.00	2,300,000.00	.0
TOTAL CONTRIBUTIONS AND TRANSFERS	1,799.17	12,594.19	2,371,590.00	2,358,995.81	.5
TOTAL FUND REVENUE	222,983.85	1,364,933.38	5,633,035.00	4,268,101.62	24.2

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COUNCIL</u>					
10-42-100 PERSONNEL SERVICES	900.00	5,914.29	14,400.00	8,485.71	41.1
10-42-130 EMPLOYEE BENEFITS	71.03	466.77	1,142.00	675.23	40.9
10-42-220 ATTORNEY FEES	.00	15,775.00	45,000.00	29,225.00	35.1
10-42-290 OFFICE SUPPLIES	.00	.00	800.00	800.00	.0
10-42-292 EMPLOYEE APPRECIATION/RECOGNIT	.00	.00	800.00	800.00	.0
10-42-530 COMMUNITY RELATIONS	.00	.00	1,000.00	1,000.00	.0
10-42-640 MEMBERSHIPS	.00	6,021.00	10,000.00	3,979.00	60.2
10-42-660 TRAVEL AND TRAINING	.00	.00	3,500.00	3,500.00	.0
TOTAL COUNCIL	971.03	28,177.06	76,642.00	48,464.94	36.8
<u>GENERAL ADMINISTRATION</u>					
10-43-100 PERSONNEL SERVICES	8,984.75	62,646.45	124,052.00	61,405.55	50.5
10-43-102 NEW HIRE	.00	289.60	.00	(289.60)	.0
10-43-105 OVERTIME	.00	406.77	355.00	(51.77)	114.6
10-43-122 MISCELLANEOUS	40.00	(6,885.64)	500.00	7,385.64	(1377.7)
10-43-130 EMPLOYEE BENEFITS	1,655.01	11,123.76	26,683.00	15,559.24	41.7
10-43-250 ADVERTISING	.00	.00	4,800.00	4,800.00	.0
10-43-271 TELEPHONE	321.94	2,756.97	5,000.00	2,243.03	55.1
10-43-280 INSURANCE	(29,302.29)	8,806.40	11,250.00	2,443.60	78.3
10-43-300 PRINTING	338.91	2,631.66	400.00	(2,231.66)	657.9
10-43-340 UTILITIES	1,222.21	9,604.69	13,000.00	3,395.31	73.9
10-43-360 CONTRACT LABOR	.00	3,198.70	.00	(3,198.70)	.0
10-43-366 INMATE LABOR	87.36	1,059.22	1,200.00	140.78	88.3
10-43-440 POSTAGE	151.46	468.43	1,000.00	531.57	46.8
10-43-460 SUPPLIES	942.83	2,281.57	4,000.00	1,718.43	57.0
10-43-462 PEST CONTROL	.00	332.00	200.00	(132.00)	166.0
10-43-465 EMPLOYMENT TESTING/BACKGROUND	.00	.00	2,300.00	2,300.00	.0
10-43-470 VEHICLE EXPENSE	.00	.00	600.00	600.00	.0
10-43-475 FUEL EXPENSE	54.54	1,590.17	800.00	(790.17)	198.8
10-43-480 COMPUTER EXPENSE	6,629.00	10,365.22	.00	(10,365.22)	.0
10-43-610 EQUIPMENT MAINTENANCE	.00	.00	100.00	100.00	.0
10-43-640 MEMBERSHIP	.00	2,057.00	1,300.00	(757.00)	158.2
10-43-650 PROFESSIONAL SERVICES	9,750.00	19,212.50	60,000.00	40,787.50	32.0
10-43-660 TRAVEL AND TRAINING	.00	50.00	4,500.00	4,450.00	1.1
10-43-690 ELECTION SUPPLIES	.00	.00	1,100.00	1,100.00	.0
10-43-703 CODIFYING/DIGITIZING	775.50	775.50	3,000.00	2,224.50	25.9
10-43-705 DEBT:CAP LEASE EXP (830 AZ ST)	.00	28,535.00	34,100.00	5,565.00	83.7
10-43-840 CAPITAL OUTLAY - EQUIPMENT	168.37	1,022.76	3,000.00	1,977.24	34.1
TOTAL GENERAL ADMINISTRATION	1,819.59	162,328.73	303,240.00	140,911.27	53.5

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAGISTRATE</u>					
10-45-100 PERSONNEL SERVICES	3,953.70	27,182.27	52,403.00	25,220.73	51.9
10-45-105 OVERTIME	.00	449.97	975.00	525.03	46.2
10-45-120 PROSECUTION FEES	1,275.00	8,518.00	12,000.00	3,482.00	71.0
10-45-130 EMPLOYEE BENEFITS	1,060.38	7,385.85	14,074.00	6,688.15	52.5
10-45-221 COURT APPT ATTORNEYS	.00	.00	9,000.00	9,000.00	.0
10-45-250 CONTRACT LABOR-PRO TEM	60.00	500.00	1,500.00	1,000.00	33.3
10-45-290 OFFICE SUPPLIES	.00	594.86	200.00	(394.86)	297.4
10-45-360 CONTRACT LABOR-JUDGE	.00	.00	14,500.00	14,500.00	.0
10-45-480 COMPUTER EXPENSE	.00	1,241.79	2,500.00	1,258.21	49.7
10-45-650 PROFESSIONAL SERVICES	.00	.00	5,000.00	5,000.00	.0
10-45-660 TRAVEL/TRAINING	.00	.00	1,000.00	1,000.00	.0
10-45-810 JAIL FEES	.00	636.12	.00	(636.12)	.0
TOTAL MAGISTRATE	6,349.08	46,508.86	113,152.00	66,643.14	41.1
<u>IT</u>					
10-48-100 PERSONNEL SERVICES	.00	.00	21,424.00	21,424.00	.0
10-48-101 CONTRACT LABOR	.00	.00	7,000.00	7,000.00	.0
10-48-130 EMPLOYEE BENEFITS	.00	.00	1,700.00	1,700.00	.0
10-48-210 SUBSCRIPTIONS & SOFTWARE LIC	6,373.99	18,105.15	45,000.00	26,894.85	40.2
10-48-275 CELL PHONE	1,565.78	10,942.23	17,000.00	6,057.77	64.4
10-48-450 EQUIPMENT	2,003.44	4,289.33	7,500.00	3,210.67	57.2
10-48-481 INTERNET	2,249.46	4,498.92	14,000.00	9,501.08	32.1
TOTAL IT	12,192.67	37,835.63	113,624.00	75,788.37	33.3

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE</u>					
10-51-100 PERSONNEL SERVICES	26,151.46	174,266.48	368,493.00	194,226.52	47.3
10-51-105 OVERTIME	467.17	10,375.18	12,634.00	2,258.82	82.1
10-51-110 UNIFORM EXPENSE	300.00	3,305.37	3,750.00	444.63	88.1
10-51-130 EMPLOYEE BENEFITS	6,324.57	39,678.37	128,653.00	88,974.63	30.8
10-51-135 PUBLIC SAFETY RETIREMENT	4,105.94	26,440.65	75,815.00	49,374.35	34.9
10-51-222 SEACOM/CCSO CONTRACT	40,975.00	40,975.00	81,950.00	40,975.00	50.0
10-51-230 PROFESSIONAL SERVICES	.00	688.00	1,600.00	912.00	43.0
10-51-231 PSPRS ATTORNEY	22.50	495.00	2,700.00	2,205.00	18.3
10-51-271 TELEPHONE	170.58	1,073.21	2,500.00	1,426.79	42.9
10-51-290 OFFICE SUPPLIES	574.54	884.10	1,500.00	615.90	58.9
10-51-295 PRINTING	62.66	506.92	1,500.00	993.08	33.8
10-51-340 UTILITIES	543.75	2,899.98	7,000.00	4,100.02	41.4
10-51-366 INMATE LABOR	9.70	117.08	500.00	382.92	23.4
10-51-430 HUMANE SUPPLIES	.00	106.33	.00	(106.33)	.0
10-51-460 MAINTENANCE AND SUPPLIES	29.07	1,301.93	1,500.00	198.07	86.8
10-51-462 PEST CONTROL	.00	195.00	500.00	305.00	39.0
10-51-463 ACO SUPPLIES	.00	.00	1,300.00	1,300.00	.0
10-51-466 WEAPONS AND AMMUNITION	.00	.00	2,000.00	2,000.00	.0
10-51-467 SV CONTRACT PAYMENT	.00	.00	5,500.00	5,500.00	.0
10-51-470 VEHICLE EXPENSE	1,132.03	7,455.76	10,000.00	2,544.24	74.6
10-51-475 POLICE FUEL EXPENSE	1,295.56	6,437.84	13,500.00	7,062.16	47.7
10-51-480 COMPUTER EXPENSE	.00	1,015.49	.00	(1,015.49)	.0
10-51-505 TOW FEES	363.00	999.75	3,000.00	2,000.25	33.3
10-51-620 EQUIP REPAIR AND MAINTENANCE	241.04	1,185.95	2,500.00	1,314.05	47.4
10-51-640 MEMBERSHIP	.00	.00	725.00	725.00	.0
10-51-660 TRAVEL AND TRAINING	.00	291.00	7,500.00	7,209.00	3.9
10-51-665 COMMUNITY RELATIONS	.00	.00	1,000.00	1,000.00	.0
10-51-705 CAPITAL LEASE	68.19	407.54	1,500.00	1,092.46	27.2
10-51-804 SOFTWARE LICENSING	.00	3,382.06	9,700.00	6,317.94	34.9
10-51-810 JAIL FEES	.00	.00	4,000.00	4,000.00	.0
10-51-841 VEHICLE LEASE	26,994.10	26,994.10	26,994.00	(.10)	100.0
10-51-850 NEW EQUIPMENT	.00	1,608.48	4,000.00	2,391.52	40.2
10-51-856 BODY WORN CAMERA PROG.	.00	.00	1,500.00	1,500.00	.0
TOTAL POLICE	109,830.86	353,086.57	785,314.00	432,227.43	45.0

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE</u>					
10-53-100 PERSONNEL SERVICES	.00	.00	4,500.00	4,500.00	.0
10-53-130 EMPLOYEE BENEFITS	.00	.00	529.00	529.00	.0
10-53-340 UTILITIES	1,577.96	5,656.98	8,500.00	2,843.02	66.6
10-53-360 FIRE SERVICES	100,569.26	201,138.52	403,000.00	201,861.48	49.9
10-53-450 EQUIPMENT/SUPPLIES	.00	.00	5,000.00	5,000.00	.0
10-53-470 VEHICLE EXPENSE	.00	.00	14,000.00	14,000.00	.0
10-53-475 FUEL EXPENSE	14.57	39.68	2,000.00	1,960.32	2.0
10-53-516 PRESUMPTIVE CANCER COVERAGE	.00	4,104.27	5,000.00	895.73	82.1
10-53-610 EQUIPMENT MAINTENANCE	.00	.00	3,000.00	3,000.00	.0
TOTAL FIRE	102,161.79	210,939.45	445,529.00	234,589.55	47.4
<u>BUILDING REGULATION</u>					
10-54-360 CONTRACT LABOR	4,500.00	27,331.50	57,500.00	30,168.50	47.5
10-54-760 BLDG REGULATION SUPPLIES	.00	.00	1,000.00	1,000.00	.0
10-54-801 ABATEMENT	.00	.00	12,000.00	12,000.00	.0
TOTAL BUILDING REGULATION	4,500.00	27,331.50	70,500.00	43,168.50	38.8
<u>PUBLIC WORKS</u>					
10-57-100 PERSONNEL SERVICES	1,798.91	12,927.93	22,131.00	9,203.07	58.4
10-57-105 OVERTIME	28.44	236.09	693.00	456.91	34.1
10-57-110 UNIFORM EXPENSE	.00	30.45	450.00	419.55	6.8
10-57-130 EMPLOYEE BENEFITS	459.50	3,052.94	8,575.00	5,522.06	35.6
10-57-340 UTILITIES	67.77	342.68	2,500.00	2,157.32	13.7
10-57-366 INMATE LABOR	19.41	391.47	1,400.00	1,008.53	28.0
10-57-460 MAINTENANCE AND SUPPLIES	118.52	494.63	1,500.00	1,005.37	33.0
10-57-470 VEHICLE REPAIR/MAINT	.00	.00	1,500.00	1,500.00	.0
10-57-475 FUEL EXPENSE	154.95	996.65	3,000.00	2,003.35	33.2
10-57-476 DIESEL	43.25	43.25	500.00	456.75	8.7
10-57-500 BUILDING MAINTENANCE	12,347.73	41,239.68	25,000.00	(16,239.68)	165.0
10-57-540 SMALL TOOLS	.00	1,089.85	1,500.00	410.15	72.7
10-57-610 EQUIPMENT MAINTENANCE	.00	605.00	6,500.00	5,895.00	9.3
TOTAL PUBLIC WORKS	15,038.48	61,450.62	75,249.00	13,798.38	81.7

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CITY POOL</u>					
10-58-100 PERSONNEL SERVICES	.00	9,144.71	14,500.00	5,355.29	63.1
10-58-130 EMPLOYEE BENEFITS	.00	980.41	1,289.00	308.59	76.1
10-58-340 UTILITIES	626.51	4,393.19	7,000.00	2,606.81	62.8
10-58-460 MAINTENANCE AND SUPPLIES	229.60	715.80	5,000.00	4,284.20	14.3
10-58-660 CERTIFYING	.00	.00	500.00	500.00	.0
TOTAL CITY POOL	856.11	15,234.11	28,289.00	13,054.89	53.9
<u>SUMMER SPLASH</u>					
10-59-100 PERSONNEL SERVICES	.00	2,647.83	8,040.00	5,392.17	32.9
10-59-130 EMPLOYEE BENEFITS	.00	238.28	715.00	476.72	33.3
10-59-460 SUPPLIES	.00	.00	300.00	300.00	.0
TOTAL SUMMER SPLASH	.00	2,886.11	9,055.00	6,168.89	31.9
<u>PARKS & RECREATION</u>					
10-60-340 UTILITIES	509.42	3,101.14	3,000.00	(101.14)	103.4
10-60-460 SUPPLIES	.00	249.00	2,500.00	2,251.00	10.0
10-60-530 COMMUNITY RELATIONS/JULY 4TH	.00	258.92	10,000.00	9,741.08	2.6
TOTAL PARKS & RECREATION	509.42	3,609.06	15,500.00	11,890.94	23.3
<u>LIBRARY AND COMMUNITY SERVICES</u>					
10-62-100 PERSONNEL SERVICES	7,953.66	57,723.30	98,566.00	40,842.70	58.6
10-62-130 EMPLOYEE BENEFITS	1,526.14	9,638.43	19,852.00	10,213.57	48.6
10-62-271 TELEPHONE	88.36	553.02	1,650.00	1,096.98	33.5
10-62-290 OFFICE SUPPLIES	.00	872.81	.00	(872.81)	.0
10-62-300 PRINTING	52.92	413.95	800.00	386.05	51.7
10-62-340 UTILITIES	481.55	4,957.21	7,000.00	2,042.79	70.8
10-62-366 INMATE LABOR	97.07	967.17	1,800.00	832.83	53.7
10-62-460 SUPPLIES	.00	.00	2,850.00	2,850.00	.0
10-62-462 PEST CONTROL	.00	205.00	450.00	245.00	45.6
10-62-476 FUEL	10.57	19.68	200.00	180.32	9.8
10-62-480 COMPUTER EXPENSE	.00	1,250.00	2,700.00	1,450.00	46.3
10-62-481 INTERNET	.00	2,200.00	3,000.00	800.00	73.3
10-62-620 VEHICLE REPAIR & MAINT	.00	32.30	350.00	317.70	9.2
10-62-640 MEMBERSHIP	.00	.00	150.00	150.00	.0
10-62-660 TRAVEL AND TRAINING	.00	.00	500.00	500.00	.0
10-62-703 COMMUNITY RELATIONS	.00	.00	200.00	200.00	.0
10-62-705 CAPITAL LEASE	68.19	407.54	800.00	392.46	50.9
TOTAL LIBRARY AND COMMUNITY SERVICES	10,278.46	79,240.41	140,868.00	61,627.59	56.3

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CITY BUS</u>					
10-65-100 PERSONNEL SERVICES	238.14	2,897.71	14,836.00	11,938.29	19.5
10-65-130 EMPLOYEE BENEFITS	.00	143.43	1,841.00	1,697.57	7.8
10-65-470 VEHICLE EXPENSE	508.01	.00	.00	.00	.0
10-65-475 FUEL EXPENSE	.00	870.33	4,000.00	3,129.67	21.8
10-65-480 VEHICLE REPAIR & MAINTENANCE	107.84	(1,277.52)	2,000.00	3,277.52	(63.9)
TOTAL CITY BUS	853.99	2,633.95	22,677.00	20,043.05	11.6
<u>SENIOR CENTER</u>					
10-68-290 SUPPLIES	.00	407.00	1,000.00	593.00	40.7
10-68-340 UTILITIES	225.28	2,050.32	4,000.00	1,949.68	51.3
10-68-450 EQUIPMENT	.00	.00	600.00	600.00	.0
10-68-462 PEST CONTROL	.00	195.00	500.00	305.00	39.0
10-68-463 EQUIPMENT REPAIR	.00	177.08	1,000.00	822.92	17.7
TOTAL SENIOR CENTER	225.28	2,829.40	7,100.00	4,270.60	39.9
<u>TOWN GRANTS</u>					
10-69-800 DONATIONS - ANIMAL CONTROL	.00	.00	1,000.00	1,000.00	.0
10-69-802 LIBRARY DONATIONS EXP	98.81	638.31	3,000.00	2,361.69	21.3
10-69-803 IT GRANT EXP	.00	.00	15,000.00	15,000.00	.0
10-69-804 MISC GRANT EXP	.00	.00	150,000.00	150,000.00	.0
10-69-805 BUILDING REGULATION EXP	.00	.00	10,000.00	10,000.00	.0
10-69-806 LIBRARY GRANTS EXP	.00	.00	50,000.00	50,000.00	.0
10-69-807 SENIOR CENTER GRANT EXP	.00	.00	25,000.00	25,000.00	.0
10-69-808 SUMMER SPLASH GRANT EXP	.00	796.43	5,000.00	4,203.57	15.9
10-69-810 E-RATE GRANT EXP	.00	.00	25,000.00	25,000.00	.0
10-69-815 PUBLIC WORKS GRANT EXP	.00	.00	20,000.00	20,000.00	.0
10-69-816 COURT GRANT EXP	.00	.00	10,000.00	10,000.00	.0
10-69-817 SUMMER SPLASH DONATION EXP	.00	.00	5,000.00	5,000.00	.0
10-69-818 POLICE DONATION EXP	.00	.00	5,000.00	5,000.00	.0
10-69-819 GENERAL ADMIN GRANT EXP	.00	.00	50,000.00	50,000.00	.0
10-69-845 POLICE GRANT EXP	(93,705.50)	.00	180,000.00	180,000.00	.0
10-69-846 AZDOHS GRANT EXPENDITURES	.00	750.07	.00	(750.07)	.0
10-69-849 BUS LINE EXP	1,206.48	6,145.87	100,000.00	93,854.13	6.2
10-69-850 SCBA GRANT EXP	.00	.00	200,000.00	200,000.00	.0
10-69-851 USDA EQUIPMENT GRANT	.00	.00	60,000.00	60,000.00	.0
10-69-900 COMMUNITY EVENTS DONATION EXP	.00	.00	2,000.00	2,000.00	.0
TOTAL TOWN GRANTS	(92,400.21)	8,330.68	916,000.00	907,669.32	.9

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
10-70-990 CONTINGENCY	.00	.00	85,518.00	85,518.00	.0
10-70-995 CONTINGENCY - URS SET ASIDE	2,757.27	2,757.27	64,778.00	62,020.73	4.3
TOTAL NON-DEPARTMENTAL	2,757.27	2,757.27	150,296.00	147,538.73	1.8
<u>TRANSFERS</u>					
10-90-980 TRANSFERS OUT TO CAPITAL PROJ	5,000.00	35,000.00	60,000.00	25,000.00	58.3
TOTAL TRANSFERS	5,000.00	35,000.00	60,000.00	25,000.00	58.3
TOTAL FUND EXPENDITURES	180,943.82	1,080,179.41	3,333,035.00	2,252,855.59	32.4
NET REVENUE OVER EXPENDITURES	42,040.03	284,753.97	2,300,000.00	2,015,246.03	12.4

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

POLICE - DHS GRANT - VEHICLE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
11-30-700 DEMA GRANT FUNDS	.00	.00	300,000.00	300,000.00	.0
TOTAL REVENUE	.00	.00	300,000.00	300,000.00	.0
TOTAL FUND REVENUE	.00	.00	300,000.00	300,000.00	.0

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

POLICE - DHS GRANT - VEHICLE

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>EXPENDITURES</u>					
11-40-810 DHS AUTHORIZED EXPENSES	.00	.00	300,000.00	300,000.00	.0
TOTAL EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>300,000.00</u>	<u>300,000.00</u>	<u>.0</u>
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>300,000.00</u>	<u>300,000.00</u>	<u>.0</u>
NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

POLICE - DHS GRANT - BP OT

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>REVENUE</u>					
12-30-800 DHS STONEGARDEN	4,270.54	118,759.46	250,000.00	131,240.54	47.5
TOTAL REVENUE	4,270.54	118,759.46	250,000.00	131,240.54	47.5
TOTAL FUND REVENUE	4,270.54	118,759.46	250,000.00	131,240.54	47.5

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

POLICE - DHS GRANT - BP OT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
12-40-105 STONE GARDEN OVERTIME	.00	.00	32,233.00	32,233.00	.0
12-40-130 EMPLOYEE BENEFITS	227.83	570.88	12,228.00	11,657.12	4.7
12-40-131 OVERTIME	.00	.00	6,000.00	6,000.00	.0
12-40-135 PUBLIC SAFETY RETIREMENT	415.02	1,040.32	13,539.00	12,498.68	7.7
12-40-810 AUTHORIZED EXPENSES	93,705.50	93,705.50	179,660.00	85,954.50	52.2
12-40-840 MILEAGE	1,901.99	4,767.76	6,340.00	1,572.24	75.2
TOTAL EXPENDITURES	<u>96,250.34</u>	<u>100,084.46</u>	<u>250,000.00</u>	<u>149,915.54</u>	<u>40.0</u>
TOTAL FUND EXPENDITURES	<u>96,250.34</u>	<u>100,084.46</u>	<u>250,000.00</u>	<u>149,915.54</u>	<u>40.0</u>
NET REVENUE OVER EXPENDITURES	<u>(91,979.80)</u>	<u>18,675.00</u>	<u>.00</u>	<u>(18,675.00)</u>	<u>.0</u>

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

POLICE - DHS GRANT - COMPUTER

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>REVENUE</u>					
13-30-700 GOHS (DUI TASK FORCE)	.00	.00	100,000.00	100,000.00	.0
TOTAL REVENUE	.00	.00	100,000.00	100,000.00	.0
TOTAL FUND REVENUE	.00	.00	100,000.00	100,000.00	.0

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

POLICE - DHS GRANT - COMPUTER

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>LIBRARY</u>					
13-40-810 DHS AUTHORIZED EXPENSES	.00	.00	100,000.00	100,000.00	.0
TOTAL LIBRARY	.00	.00	100,000.00	100,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	100,000.00	100,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

RICO FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
16-36-950 RICO REVENUE (ASSET FORFEITURE)	.00	.00	10,000.00	10,000.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	10,000.00	10,000.00	.0
TOTAL FUND REVENUE	.00	.00	10,000.00	10,000.00	.0

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

RICO FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
16-40-850 RICO AUTHORIZED EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
TOTAL EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
20-30-200 FINES AND BAILS	11,502.23	73,366.64	174,000.00	100,633.36	42.2
20-30-300 BONDS	.00	.00	100.00	100.00	.0
20-30-400 RESTITUTION	.00	(200.00)	100.00	300.00	(200.0)
20-30-500 JCEF	.00	.00	100.00	100.00	.0
TOTAL REVENUE	11,502.23	73,166.64	174,300.00	101,133.36	42.0
TOTAL FUND REVENUE	11,502.23	73,166.64	174,300.00	101,133.36	42.0

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
20-40-200	FINES AND BAILS	6,503.00	66,628.47	174,000.00	107,371.53	38.3
20-40-400	RESTITUTION	.00	.00	100.00	100.00	.0
20-40-401	BOND	.00	.00	100.00	100.00	.0
20-40-500	JCEF	.00	.00	100.00	100.00	.0
TOTAL EXPENDITURES		6,503.00	66,628.47	174,300.00	107,671.53	38.2
TOTAL FUND EXPENDITURES		6,503.00	66,628.47	174,300.00	107,671.53	38.2
NET REVENUE OVER EXPENDITURES		4,999.23	6,538.17	.00	(6,538.17)	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

ROAD USER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
23-30-300 GAS TAX REVENUES - HURF	14,839.71	81,508.76	164,295.00	82,786.24	49.6
TOTAL REVENUE	14,839.71	81,508.76	164,295.00	82,786.24	49.6
<u>CONTRIBUTIONS AND TRANSFERS</u>					
23-39-998 TRANSFERS IN FROM FUND BALANCE	23,333.33	163,333.31	280,000.00	116,666.69	58.3
TOTAL CONTRIBUTIONS AND TRANSFERS	23,333.33	163,333.31	280,000.00	116,666.69	58.3
TOTAL FUND REVENUE	38,173.04	244,842.07	444,295.00	199,452.93	55.1

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

ROAD USER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ROAD USERS ADMIN</u>					
23-40-100 PERSONNEL SERVICES	932.80	6,796.11	12,126.00	5,329.89	56.1
23-40-110 UNIFORM EXPENSE	.00	.00	180.00	180.00	.0
23-40-130 EMPLOYEE BENEFITS	158.96	1,136.25	3,900.00	2,763.75	29.1
23-40-340 UTILITIES	2,402.25	17,312.73	20,000.00	2,687.27	86.6
23-40-460 MAINTENANCE AND SUPPLIES	.00	982.32	5,000.00	4,017.68	19.7
23-40-475 FUEL	86.50	86.50	7,000.00	6,913.50	1.2
23-40-490 ROAD REPAIR	.00	.00	103,589.00	103,589.00	.0
23-40-610 EQUIPMENT REPAIR	.00	911.06	12,500.00	11,588.94	7.3
23-40-650 PROFESSIONAL SERVICES	.00	120.00	15,000.00	14,880.00	.8
23-40-831 CAPITAL OUTLAY	84,179.00	84,179.00	80,000.00	(4,179.00)	105.2
23-40-928 TRANSFERS OUT-SKYLINE RD PROJ	7,083.33	49,583.31	85,000.00	35,416.69	58.3
23-40-980 TRANSFERS OUT TO CAPITAL PROJ	8,333.33	58,333.31	100,000.00	41,666.69	58.3
TOTAL ROAD USERS ADMIN	<u>103,176.17</u>	<u>219,440.59</u>	<u>444,295.00</u>	<u>224,854.41</u>	<u>49.4</u>
TOTAL FUND EXPENDITURES	<u>103,176.17</u>	<u>219,440.59</u>	<u>444,295.00</u>	<u>224,854.41</u>	<u>49.4</u>
NET REVENUE OVER EXPENDITURES	<u>(65,003.13)</u>	<u>25,401.48</u>	<u>.00</u>	<u>(25,401.48)</u>	<u>.0</u>

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STATE HURF - SKYLINE PROJECT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
28-30-101 STATE REVENUE	.00	2,071,200.00	2,070,000.00	(1,200.00)	100.1
TOTAL REVENUE	.00	2,071,200.00	2,070,000.00	(1,200.00)	100.1
<u>CONTRIBUTIONS AND TRANSFERS</u>					
28-39-923 TRANSFERS IN FROM ROAD USER	7,083.33	49,583.31	85,000.00	35,416.69	58.3
TOTAL CONTRIBUTIONS AND TRANSFERS	7,083.33	49,583.31	85,000.00	35,416.69	58.3
TOTAL FUND REVENUE	7,083.33	2,120,783.31	2,155,000.00	34,216.69	98.4

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STATE HURF - SKYLINE PROJECT

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>STATE HURF EXPENDITURES</u>					
28-40-805 DESIGN	.00	.00	300,000.00	300,000.00	.0
28-40-810 CONSTRUCTION	.00	.00	1,855,000.00	1,855,000.00	.0
TOTAL STATE HURF EXPENDITURES	.00	.00	2,155,000.00	2,155,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	2,155,000.00	2,155,000.00	.0
NET REVENUE OVER EXPENDITURES	7,083.33	2,120,783.31	.00	(2,120,783.31)	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GRANT OPPORTUNITY

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>GRANT REVENUE</u>					
29-30-800 GRANT REVENUE CDBG	.00	3,000.00	500,000.00	497,000.00	.6
TOTAL GRANT REVENUE	.00	3,000.00	500,000.00	497,000.00	.6
TOTAL FUND REVENUE	.00	3,000.00	500,000.00	497,000.00	.6

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GRANT OPPORTUNITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GRANT EXPENDITURES</u>					
29-40-840 AUTHORIZED EXPENDITURES	.00	.00	500,000.00	500,000.00	.0
TOTAL GRANT EXPENDITURES	.00	.00	500,000.00	500,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	500,000.00	500,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	3,000.00	.00	(3,000.00)	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
51-30-200 WATER SALES	30,769.62	245,502.16	398,000.00	152,497.84	61.7
51-30-202 RC: RECONNECT FEE	.00	.00	1,000.00	1,000.00	.0
51-30-300 CONNECTION FEES	135.00	780.00	1,500.00	720.00	52.0
51-30-400 PENALTIES & FORFEITURES	.00	(5.26)	7,000.00	7,005.26	(.1)
51-30-900 WATER ADMIN FEE	.00	.00	1,000.00	1,000.00	.0
TOTAL REVENUE	30,904.62	246,276.90	408,500.00	162,223.10	60.3
<u>CONTRIBUTIONS AND TRANSFERS</u>					
51-39-999 TRANSFERS IN-LANDFILL DUE TO/	.00	.00	300,000.00	300,000.00	.0
TOTAL CONTRIBUTIONS AND TRANSFERS	.00	.00	300,000.00	300,000.00	.0
TOTAL FUND REVENUE	30,904.62	246,276.90	708,500.00	462,223.10	34.8

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>					
51-40-100 PERSONNEL SERVICES	7,676.74	55,037.94	103,712.00	48,674.06	53.1
51-40-105 OVERTIME	127.98	1,118.62	3,525.00	2,406.38	31.7
51-40-110 UNIFORM EXPENSE	96.47	779.93	1,485.00	705.07	52.5
51-40-130 EMPLOYEE BENEFITS	2,438.06	15,819.54	41,976.00	26,156.46	37.7
51-40-280 INSURANCE	7,078.36	8,328.36	11,250.00	2,921.64	74.0
51-40-290 OFFICE SUPPLIES	.00	.00	2,000.00	2,000.00	.0
51-40-300 PRINTING	137.53	219.04	1,000.00	780.96	21.9
51-40-340 UTILITIES	2,476.82	24,805.35	45,000.00	20,194.65	55.1
51-40-360 CONTRACT LABOR	500.00	1,500.00	6,000.00	4,500.00	25.0
51-40-366 INMATE LABOR	87.36	1,761.64	3,000.00	1,238.36	58.7
51-40-440 POSTAGE	530.09	1,639.47	2,500.00	860.53	65.6
51-40-460 MAINTENANCE & SUPPLIES	1,124.94	2,410.15	12,000.00	9,589.85	20.1
51-40-470 VEHICLE EXPENSE	.00	2,718.62	9,000.00	6,281.38	30.2
51-40-472 METER REPLACEMENT	1,503.32	3,726.02	9,000.00	5,273.98	41.4
51-40-475 FUEL EXPENSE	258.26	2,746.60	12,000.00	9,253.40	22.9
51-40-476 DIESEL	389.26	389.26	5,000.00	4,610.74	7.8
51-40-480 SOFTWARE LICENSING - CASELLE	.00	402.00	2,500.00	2,098.00	16.1
51-40-510 WATER TESTS	232.32	435.82	3,000.00	2,564.18	14.5
51-40-516 ADEQ FEES	.00	4,587.55	10,000.00	5,412.45	45.9
51-40-610 EQUIPMENT MAINTENANCE	.00	15,566.11	17,500.00	1,933.89	89.0
51-40-640 MEMBERSHIP	.00	.00	1,200.00	1,200.00	.0
51-40-650 PROFESSIONAL SERVICES	1,968.75	8,829.29	45,000.00	36,170.71	19.6
51-40-660 TRAVEL & TRAINING	.00	.00	1,000.00	1,000.00	.0
51-40-804 SOFTWARE LICENSING	.00	201.00	.00	(201.00)	.0
51-40-840 WATER CAPITAL OUTLAY	.00	.00	30,000.00	30,000.00	.0
51-40-845 CONTINGENCY EXP	.00	.00	29,352.00	29,352.00	.0
51-40-900 BAD DEBT EXPENSE	.00	.00	500.00	500.00	.0
TOTAL WATER EXPENDITURES	26,626.26	153,022.31	408,500.00	255,477.69	37.5
TOTAL FUND EXPENDITURES	26,626.26	153,022.31	408,500.00	255,477.69	37.5
NET REVENUE OVER EXPENDITURES	4,278.36	93,254.59	300,000.00	206,745.41	31.1

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>						
52-30-200	SEWER SERVICES	16,692.74	159,818.30	290,000.00	130,181.70	55.1
52-30-300	CONNECTION FEES	.00	.00	1,000.00	1,000.00	.0
TOTAL REVENUE		16,692.74	159,818.30	291,000.00	131,181.70	54.9
TOTAL FUND REVENUE		16,692.74	159,818.30	291,000.00	131,181.70	54.9

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>					
52-40-100 PERSONNEL SERVICES	5,906.99	42,155.03	72,783.00	30,627.97	57.9
52-40-105 OVERTIME	127.98	1,118.62	3,298.00	2,179.38	33.9
52-40-110 UNIFORM EXPENSE	96.47	779.93	1,350.00	570.07	57.8
52-40-130 EMPLOYEE BENEFITS	1,928.44	12,401.21	30,900.00	18,498.79	40.1
52-40-280 INSURANCE	7,078.36	8,328.36	11,250.00	2,921.64	74.0
52-40-300 PRINTING	.00	.00	1,500.00	1,500.00	.0
52-40-340 UTILITIES	333.42	2,115.44	11,000.00	8,884.56	19.2
52-40-360 CONTRACT LABOR	(20,087.50)	2,400.00	5,000.00	2,600.00	48.0
52-40-366 INMATE LABOR	87.36	1,761.63	7,500.00	5,738.37	23.5
52-40-440 POSTAGE	530.09	1,639.47	2,500.00	860.53	65.6
52-40-460 MAINTENANCE AND SUPPLIES	.00	1,381.42	4,000.00	2,618.58	34.5
52-40-470 VEHICLE EXPENSE	.00	20.00	4,200.00	4,180.00	.5
52-40-475 FUEL	619.81	3,303.20	9,000.00	5,696.80	36.7
52-40-476 DIESEL	346.01	346.01	5,000.00	4,653.99	6.9
52-40-480 SOFTWARE LICENSING - CASELLE	.00	603.00	2,500.00	1,897.00	24.1
52-40-516 ADEQ FEES	.00	.00	3,000.00	3,000.00	.0
52-40-610 EQUIPMENT MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
52-40-650 PROFESSIONAL SERVICES	1,836.25	15,899.00	20,000.00	4,101.00	79.5
52-40-702 SEWAGE POND COMPLIANCE	2,441.00	5,429.00	6,000.00	571.00	90.5
52-40-750 DEBT SERVICE	.00	.00	10,000.00	10,000.00	.0
52-40-846 CONTINGENCY EXP	.00	.00	20,719.00	20,719.00	.0
52-40-900 BAD DEBT EXPENSE	.00	.00	500.00	500.00	.0
52-40-950 PAYMENT ON WIFA LOAN	9,938.24	53,963.19	54,000.00	36.81	99.9
TOTAL SEWER EXPENDITURES	11,182.92	153,644.51	291,000.00	137,355.49	52.8
TOTAL FUND EXPENDITURES	11,182.92	153,644.51	291,000.00	137,355.49	52.8
NET REVENUE OVER EXPENDITURES	5,509.82	6,173.79	.00	(6,173.79)	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GARBAGE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
54-30-200 SALES RECEIPTS	13,619.60	93,772.06	170,000.00	76,227.94	55.2
TOTAL REVENUE	13,619.60	93,772.06	170,000.00	76,227.94	55.2
 TOTAL FUND REVENUE	 13,619.60	 93,772.06	 170,000.00	 76,227.94	 55.2

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GARBAGE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GARBAGE EXPENDITURES</u>					
54-40-360 CONTRACT	29,357.29	128,496.99	170,000.00	41,503.01	75.6
TOTAL GARBAGE EXPENDITURES	<u>29,357.29</u>	<u>128,496.99</u>	<u>170,000.00</u>	<u>41,503.01</u>	<u>75.6</u>
TOTAL FUND EXPENDITURES	<u>29,357.29</u>	<u>128,496.99</u>	<u>170,000.00</u>	<u>41,503.01</u>	<u>75.6</u>
NET REVENUE OVER EXPENDITURES	<u>(15,737.69)</u>	<u>(34,724.93)</u>	<u>.00</u>	<u>34,724.93</u>	<u>.0</u>

TOWN OF HUACHUCA CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

LANDFILL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
55-30-200 SALES - LANDFILL	107,960.86	781,951.18	1,473,383.00	691,431.82	53.1
55-30-201 LATE PENALTIES	.00	.00	500.00	500.00	.0
55-30-205 MISC.REVENUE	.00	457.50	20,000.00	19,542.50	2.3
55-30-210 TIPPING FEES	12,699.25	127,093.44	189,253.00	62,159.56	67.2
TOTAL REVENUE	120,660.11	909,502.12	1,683,136.00	773,633.88	54.0
<u>MISCELLANEOUS REVENUE</u>					
55-36-400 SALE OF FIXED ASSETS	.00	.00	15,000.00	15,000.00	.0
55-36-903 DIESEL SALES (FIRE,SCHOOL)	.00	.00	20,000.00	20,000.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	35,000.00	35,000.00	.0
TOTAL FUND REVENUE	120,660.11	909,502.12	1,718,136.00	808,633.88	52.9

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

LANDFILL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LANDFILL EXPENDITURES</u>					
55-40-100 PERSONNEL SERVICES	18,520.20	124,394.06	242,282.00	117,887.94	51.3
55-40-105 OVERTIME	2,445.84	23,012.00	27,040.00	4,028.00	85.1
55-40-110 UNIFORM EXPENSE	902.06	6,444.84	6,435.00	(9.84)	100.2
55-40-130 EMPLOYEE BENEFITS	5,567.96	38,148.22	98,196.00	60,047.78	38.9
55-40-265 BANK COSTS/FEES	1,412.13	19,088.60	25,000.00	5,911.40	76.4
55-40-280 INSURANCE	7,078.36	8,328.36	11,250.00	2,921.64	74.0
55-40-290 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
55-40-300 PRINTING	.00	.00	500.00	500.00	.0
55-40-337 PROPERTY LEASE	58,500.00	409,500.00	702,000.00	292,500.00	58.3
55-40-338 LF FINANCIAL ASSURANCE	.00	.00	88,000.00	88,000.00	.0
55-40-340 UTILITIES	1,034.20	8,412.64	7,000.00	(1,412.64)	120.2
55-40-350 SAFETY EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
55-40-360 CONTRACT LABOR	(13,512.88)	2,470.00	9,000.00	6,530.00	27.4
55-40-366 INMATE LABOR	194.15	2,350.61	3,000.00	649.39	78.4
55-40-440 POSTAGE	302.91	936.84	1,500.00	563.16	62.5
55-40-460 MAINTENANCE & SUPPLIES	1,734.04	8,723.04	30,000.00	21,276.96	29.1
55-40-470 VEHICLE EXPENSE	.00	507.40	4,500.00	3,992.60	11.3
55-40-475 FUEL EXPENSE	12.57	3,553.11	13,000.00	9,446.89	27.3
55-40-476 DIESEL	3,633.17	58,776.38	95,000.00	36,223.62	61.9
55-40-480 SOFTWARE LICENSING - CASELLE	.00	382.32	3,000.00	2,617.68	12.7
55-40-510 LAB FEES	.00	.00	3,500.00	3,500.00	.0
55-40-511 WATER MONITORING	42.49	2,464.49	2,000.00	(464.49)	123.2
55-40-515 ENGINEERING SERVICES	.00	.00	2,000.00	2,000.00	.0
55-40-516 ADEQ FEES	2,500.00	7,855.93	15,000.00	7,144.07	52.4
55-40-610 EQUIPMENT MAINTENANCE	57,940.17	99,327.59	115,000.00	15,672.41	86.4
55-40-640 MEMBERSHIP	.00	.00	200.00	200.00	.0
55-40-650 PROFESSIONAL SERVICES	3,452.50	5,539.50	30,000.00	24,460.50	18.5
55-40-660 TRAVEL - TRAVEL/TRAINING	.00	.00	3,000.00	3,000.00	.0
55-40-705 CAPITAL LEASE	.00	20,597.41	82,000.00	61,402.59	25.1
55-40-710 CAPITAL EQUIPMENT	.00	.00	53,000.00	53,000.00	.0
55-40-804 SOFTWARE LICENSING	.00	402.00	3,000.00	2,598.00	13.4
55-40-846 CONTINGENCY EXP	.00	.00	33,033.00	33,033.00	.0
55-40-855 METHANE MONITORING	.00	1,850.00	7,200.00	5,350.00	25.7
55-40-900 BAD DEBT EXPENSE	.00	.00	500.00	500.00	.0
55-40-910 TRANSFERS OUT TO GF DUE TO/FRO	.00	.00	2,300,000.00	2,300,000.00	.0
55-40-951 TRANSFER OUT-WATER DUE TO/FROM	.00	.00	300,000.00	300,000.00	.0
TOTAL LANDFILL EXPENDITURES	151,759.87	853,065.34	4,318,136.00	3,465,070.66	19.8
TOTAL FUND EXPENDITURES	151,759.87	853,065.34	4,318,136.00	3,465,070.66	19.8
NET REVENUE OVER EXPENDITURES	(31,099.76)	56,436.78	(2,600,000.00)	(2,656,436.78)	2.2

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

		FUND 57				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GARBAGE EXPENDITURES</u>						
57-40-100	PERSONNEL SERVICES	.00	146.21	.00	(146.21)	.0
	TOTAL GARBAGE EXPENDITURES	.00	146.21	.00	(146.21)	.0
	TOTAL FUND EXPENDITURES	.00	146.21	.00	(146.21)	.0
	NET REVENUE OVER EXPENDITURES	.00	(146.21)	.00	146.21	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

TRANSIT SERVICES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
65-30-100 CONTRACT REVENUE	48,577.50	194,310.00	291,465.00	97,155.00	66.7
TOTAL REVENUE	48,577.50	194,310.00	291,465.00	97,155.00	66.7
 TOTAL FUND REVENUE	 48,577.50	 194,310.00	 291,465.00	 97,155.00	 66.7

TOWN OF HUACHUCA CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

TRANSIT SERVICES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
65-40-100 PERSONNEL SERVICES	10,130.10	76,438.87	134,191.00	57,752.13	57.0
65-40-105 OVERTIME	.00	51.87	69.00	17.13	75.2
65-40-130 EMPLOYEE BENEFITS	4,173.99	27,190.30	54,911.00	27,720.70	49.5
65-40-280 INSURANCE	8,328.36	8,328.36	5,000.00	(3,328.36)	166.6
65-40-475 FUEL EXPENSE	.00	.00	7,280.00	7,280.00	.0
65-40-480 VEHICLE REPAIR & MAINTENANCE	.00	3,389.44	13,424.00	10,034.56	25.3
65-40-710 CAPITAL EQUIPMENT	.00	9,051.09	55,000.00	45,948.91	16.5
65-40-910 TRANSFER OUT GF-ADMIN %	1,799.17	12,594.19	21,590.00	8,995.81	58.3
TOTAL EXPENDITURES	<u>24,431.62</u>	<u>137,044.12</u>	<u>291,465.00</u>	<u>154,420.88</u>	<u>47.0</u>
TOTAL FUND EXPENDITURES	<u>24,431.62</u>	<u>137,044.12</u>	<u>291,465.00</u>	<u>154,420.88</u>	<u>47.0</u>
NET REVENUE OVER EXPENDITURES	<u>24,145.88</u>	<u>57,265.88</u>	<u>.00</u>	<u>(57,265.88)</u>	<u>.0</u>

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

FORT HUACHUCA CONTRACTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
67-30-100 CONTRACT REVENUE	.00	.00	700,000.00	700,000.00	.0
TOTAL REVENUE	.00	.00	700,000.00	700,000.00	.0
TOTAL FUND REVENUE	.00	.00	700,000.00	700,000.00	.0

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

FORT HUACHUCA CONTRACTS

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>EXPENDITURES</u>					
67-40-840 AUTHORIZED EXPENDITURES	.00	.00	650,000.00	650,000.00	.0
67-40-910 TRANSFERS OUT GF - ADMIN%	.00	.00	50,000.00	50,000.00	.0
TOTAL EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>700,000.00</u>	<u>700,000.00</u>	<u>.0</u>
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>700,000.00</u>	<u>700,000.00</u>	<u>.0</u>
NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTRIBUTIONS AND TRANSFERS</u>					
80-39-910 TRANSFER IN FROM GENERAL FUND	5,000.00	35,000.00	60,000.00	25,000.00	58.3
80-39-923 TRANSFER IN ROAD USER FUND	8,333.33	58,333.31	100,000.00	41,666.69	58.3
TOTAL CONTRIBUTIONS AND TRANSFERS	13,333.33	93,333.31	160,000.00	66,666.69	58.3
TOTAL FUND REVENUE	13,333.33	93,333.31	160,000.00	66,666.69	58.3

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
80-40-805 HUNT PARK PROJECT	.00	.00	50,000.00	50,000.00	.0
80-40-806 BUILDING IMPROVEMENT PROJECT	.00	.00	10,000.00	10,000.00	.0
80-40-807 ROAD, STREET & SIDEWALK IMPROV	.00	.00	100,000.00	100,000.00	.0
TOTAL EXPENDITURES	.00	.00	160,000.00	160,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	160,000.00	160,000.00	.0
NET REVENUE OVER EXPENDITURES	13,333.33	93,333.31	.00	(93,333.31)	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

FIRE PROTECTION & PREVENTION G

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GRANT REVENUE</u>					
82-30-800 GRANT REVENUE	.00	.00	336,000.00	336,000.00	.0
TOTAL GRANT REVENUE	.00	.00	336,000.00	336,000.00	.0
<u>CONTRIBUTIONS AND TRANSFERS</u>					
82-39-988 TRANSFER IN FROM ARPA	9,343.75	65,406.25	112,125.00	46,718.75	58.3
TOTAL CONTRIBUTIONS AND TRANSFERS	9,343.75	65,406.25	112,125.00	46,718.75	58.3
TOTAL FUND REVENUE	9,343.75	65,406.25	448,125.00	382,718.75	14.6

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

FIRE PROTECTION & PREVENTION G

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>GRANT EXPENDITURES</u>					
82-40-840 AUTHORIZED EXPENDITURES	.00	.00	448,125.00	448,125.00	.0
TOTAL GRANT EXPENDITURES	.00	.00	448,125.00	448,125.00	.0
TOTAL FUND EXPENDITURES	.00	.00	448,125.00	448,125.00	.0
NET REVENUE OVER EXPENDITURES	9,343.75	65,406.25	.00	(65,406.25)	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

HOLIDAY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
86-30-200 HOLIDAY FUND DONATION	503.00	5,084.00	4,000.00	(1,084.00)	127.1
TOTAL REVENUE	503.00	5,084.00	4,000.00	(1,084.00)	127.1
TOTAL FUND REVENUE	503.00	5,084.00	4,000.00	(1,084.00)	127.1

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

HOLIDAY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HOLIDAY FUND EXPENDITURES</u>					
86-40-100 CHILDREN'S FUND GIFTS/FOOD	.00	643.12	4,000.00	3,356.88	16.1
TOTAL HOLIDAY FUND EXPENDITURES	.00	643.12	4,000.00	3,356.88	16.1
TOTAL FUND EXPENDITURES	.00	643.12	4,000.00	3,356.88	16.1
NET REVENUE OVER EXPENDITURES	503.00	4,440.88	.00	(4,440.88)	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

BACK TO SCHOOL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
87-30-200 BACK TO SCHOOL PRGM DONATIONS	.00	.00	5,000.00	5,000.00	.0
TOTAL REVENUE	.00	.00	5,000.00	5,000.00	.0
TOTAL FUND REVENUE	.00	.00	5,000.00	5,000.00	.0

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

BACK TO SCHOOL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BACK TO SCHOOL EXPENDITURES</u>					
87-40-100 BACK TO SCHOOL PRGM EXPENSES	.00	.00	5,000.00	5,000.00	.0
TOTAL BACK TO SCHOOL EXPENDITURES	.00	.00	5,000.00	5,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	5,000.00	5,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF HUACHUCA CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

AMERICAN RELIEF PROGRAM ACT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GRANT REVENUE</u>					
88-30-300 TRANSFER IN FROM FUND BALANCE	48,315.83	338,210.81	579,790.00	241,579.19	58.3
TOTAL GRANT REVENUE	48,315.83	338,210.81	579,790.00	241,579.19	58.3
TOTAL FUND REVENUE	48,315.83	338,210.81	579,790.00	241,579.19	58.3

TOWN OF HUACHUCA CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

AMERICAN RELIEF PROGRAM ACT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GRANT EXPENDITURES</u>					
88-40-100 AUTHORIZED EXPENDITURES	.00	.00	467,665.00	467,665.00	.0
88-40-982 TRANSFER OUT TO FIRE PROT/PREV	9,343.75	65,406.25	112,125.00	46,718.75	58.3
TOTAL GRANT EXPENDITURES	9,343.75	65,406.25	579,790.00	514,383.75	11.3
TOTAL FUND EXPENDITURES	9,343.75	65,406.25	579,790.00	514,383.75	11.3
NET REVENUE OVER EXPENDITURES	38,972.08	272,804.56	.00	(272,804.56)	.0

TOWN OF HUACHUCA CITY FISCAL YEAR 2024-25 BUDGET CALENDAR

RECOMMENDED DATE	DOW	STATUTORY DEADLINE	ACTION	DESCRIPTION	COMPLETED
2/20/2024	Tue	NONE	Meet with Town Manager to discuss Budget Calendar and Financial Data	Meeting to discuss budget calendar and the data files and reports generated by the city accounting system that need to be integrated into the budget system. 02/23/2024	
2/23/2024	Fri	NONE	Approval to proceed with calendar and data Reports from city.	Obtain approval from the town manager to proceed with the budget calendar and to access the necessary data files from the accounting system.	
2/29/2024	Thu	NONE	Distribute 'Budget Request and Justification Forms' to Department Heads	Department heads must use the "Budget Request and Justification Form" to request funding for new programs, initiatives, or an increase in line-item appropriations. However, inclusion of these requests in the draft budget is subject to availability of funds and competition with other requests. Approval from the Town Manager and ultimately the City Council is required to include these requests in the budget.	
3/14/2024	Thu	NONE	Funding Requests due from Department Representatives.	Completed 'Budget Request and Justification Forms' are due from Department Heads. The Town Manager will review items for potential inclusion in the Draft Budget.	
3/21/2024	Thu	NONE	Town Manager to submit approved budget requests	The Town Manager submit to consultant items for potential inclusion in the Draft Budget.	
3/22/2024	Fri	NONE	Compile Revenue and Expenditure Data from Accounting	Consultant will collect accounting data to build the initial estimates for the coming fiscal year.	
4/8/2024	Mon	NONE	Draft Salary & Benefit Budget due to City Leadership	The consultant will prepare a report listing all positions for each department, calculating the annual salary and all employee-related expenses, including the allocation to each cost center. The report will then be presented to each department representative for review and input.	
4/8/2024	Mon	NONE	Present Draft budget to City Leadership	The consultant will present a draft detailed line-item budget with recommendations to the Town Manager seeking direction. The budget will be based on estimated available revenue, trend analysis of line-items, and known initiatives.	
4/25/2024	Thu	NONE	Truth in Taxation Presentation to the City Council	Consultant to attend City Council Meeting to present the Truth and Taxation Process and Direction	
5/8/2024	Wed	NONE	Review of Publication notice	Town Manager and consultant will review draft publication notice and will be completed by 05/10/2024	

TOWN OF HUACHUCA CITY FISCAL YEAR 2024-25 BUDGET CALENDAR

RECOMMENDED DATE	DOW	STATUTORY DEADLINE	ACTION	DESCRIPTION	COMPLETED
5/11/2024	Sat	5/30/2024	Publish notice of possible tax levy increase to be considered.	Not less than 60 days before the public hearing scheduled for 07/11/2024, city staff will post a notice on the city's website that council may discuss and consider an increase in the property tax rate. (A.R.S. §9-499.15). NOTE: Statutory Deadline for the hearing is 07/29/2024	
*TBA	*TBA	NONE	Health Insurance	Insurance brokers will meet with employees to discuss changes in health insurance benefits and costs.	
4/15/2024	Mon	NONE	First Draft to Departments	After review and comments, the draft will be distributed to all department Representatives.	
4/22/2024	Mon	NONE	Feedback on Draft Budget from City Leadership and department heads is due.	Questions, comments and modifications are due to provide sufficient time to revise the Draft Budget	
4/29/2024	Mon	NONE	Discuss draft budget Changes if any with City Leadership	Town Manager and consultant to will discuss covering Draft to Proposed Budget.	
5/10/2024	Fri	NONE	Documents to be Presented to Mayor & Council due to City Administration	Completed Proposed Budget documents and presentation Materials are due to City Administration from the consultant	
5/15/2024	Wed	NONE	Review of Draft Tentative Budget Resolution	City Attorney, Town Manager and consultant to complete review of draft Tentative budget resolution due by 05/26/2024	
5/16/2024	Thu	NONE	First Mayor & Council Budget work session	First opportunity for members of the city council and staff to review and discuss the proposed budget. During the work session, council members may ask questions, make comments, and suggest modifications to the proposed budget, while considering factors such as revenue projections, expenses, priorities, and proposed changes, as well as city infrastructure needs and community feedback. The work session is an important step in the budget process as it helps to ensure that the budget aligns with the city's goals and priorities.	
TBD	TBD	NONE	Second Mayor & Council Budget work session	To present modifications and additional information before adopting the Tentative Budget. Any further changes to the budget can be addressed by scheduling additional work sessions before the final adoption	

TOWN OF HUACHUCA CITY FISCAL YEAR 2024-25 BUDGET CALENDAR

RECOMMENDED DATE	DOW	STATUTORY DEADLINE	ACTION	DESCRIPTION	COMPLETED
5/30/2024	Thu	NONE	Third and Final Mayor & Council Budget work session	To present modifications and additional information before adopting the Tentative Budget. Any further changes to the budget can be addressed by scheduling additional work sessions before the final adoption	
5/30/2024	Thu	7/15/2024	Adoption of the Tentative Budget	Convene work session for a final discussion and adoption of the Tentative budget. Once adopted by the city council, it becomes the basis for the final budget adoption process. At this point, the total budget amount can only be increased or decreased through amendments that are approved by the city council during the final budget adoption process.	
5/31/2024	Fri	6/6/2024	Post Tentative Budget on City website	Tentative Auditor General Schedules A through G must be published on the City website.	
6/3/2024	Mon	6/6/2024	First publication of Adopted Tentative Budget in newspaper of record/ city website.	Publish two consecutive weeks a summary of the adopted tentative budget once a week for two consecutive weeks. Include the time and place of the final budget hearing and a statement indicating where the proposed budget may be examined at the city hall, library, and city website. (A.R.S. §42-17103).	
6/10/2024	Mon	6/13/2024	Second publication of Adopted Tentative Budget in newspaper of record.	Publish two consecutive weeks a summary of the adopted tentative budget once a week for two consecutive weeks. Include the time and place of the final budget hearing and a statement indicating where the proposed budget may be examined at the city hall, library, and city website. (A.R.S. §42-17103).	
6/21/2024	Fri	6/27/2024	First "Truth in Taxation" Notice only if City Council will be raising the levy limit above the neutral rate	Publish "Truth in Taxation" (TNT) notice in newspaper. Issue a separate press release with the same information as the published notice. (A.R.S. §42-17107)	
7/1/2024	Mon	7/4/2024	Second "Truth in Taxation" Notice only if City Council will be raising the levy limit above the neutral rate	Publish "Truth in Taxation" (TNT) notice in newspaper. Issue a separate press release with the same information as the published notice. (A.R.S. §42-17107)	
7/11/2024	Thu	8/12/2024	Public Hearings	Hold public hearing on final budget, property tax levy, and truth in taxation. Following the hearing, convene a special meeting to adopt final budget. (A.R.S. §42-17105)	

TOWN OF HUACHUCA CITY FISCAL YEAR 2024-25 BUDGET CALENDAR

RECOMMENDED DATE	DOW	STATUTORY DEADLINE	ACTION	DESCRIPTION	COMPLETED
7/11/2024	Thu	8/12/2024	Adopt Final Budget	The City Council convenes to approve the budget for the upcoming fiscal year. This meeting must take place no later than the third Monday in July and serves as the final opportunity for the council members to make any changes to the previously approved Tentative Budget. Once the final version of the budget is approved, it becomes the official budget for the city for the upcoming fiscal year. (A.R.S. §42-17105)	
7/11/2024	Thu	8/13/2024	Send copy to TNT notice	Mail a copy of the Truth in Taxation notice, a statement of its publication or mailing, and the result of the council's vote to the Property Tax Oversight Commission. (A.R.S. §42-17151)	
7/11/2024	Thu	8/19/2024	Adopt Property Tax Levies	Property Tax Oversight Commission 1600 W Monroe Phoenix, AZ 85007	
7/16/2024	Tue	NONE	Accounting Journal and Payroll Changes due to City Finance Dept	Council to Adopt Levies after public hearing.	
7/16/2024	Tue	8/13/2024	Post Final Budget on City website	The consultant will file with the Payroll and Finance the adopted budget journal entry and payroll changes and allocations.	
				Post entire final budget (Schedules A-G) on website within 7 business days and keep it posted for at least 60 months. (A.R.S. §42-17105)	

Note: The statutory deadline for cities to adopt the tentative budget is established by state law. According to Arizona Revised Statutes § 42-17106, cities must adopt a tentative budget no later than the third Monday in July of each year. This deadline applies to all cities and towns in Arizona, regardless of their size or population.
 After the tentative budget is adopted, the city must hold a public hearing to allow for input from the community. The final budget must then be adopted no later than the second Monday in August.



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. 2024-03

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AUTHORIZING THE TOWN TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH COCHISE COUNTY FOR ELECTION SUPPLIES AND SERVICES.

WHEREAS, A.R.S. ' 9-231(A) requires that the Town conduct General Elections for the Town Council Members and other issues to be submitted to the voters; and

WHEREAS, A.R.S. sections 16-205, 16-172, 11-251 and 16-400, *et seq.*, authorize Cochise County to perform election services for political subdivisions of the State of Arizona, such as the Town; and

WHEREAS, A.R.S. ' 16-408 authorizes the Town to contract with Cochise County for election services, with the contracted cost being a charge against the Town; and

WHEREAS, Cochise County is currently providing the Town with assistance in the preparation and conduct of these elections and other special elections as required by the Town; and

WHEREAS, the existing Intergovernmental Agreement between the Town and Cochise County for the provision of election services has expired; and

WHEREAS, the staff of the County has developed a new Intergovernmental Agreement for the provision of election supplies and services, which is attached hereto as Exhibit AA@ and incorporated herein by this reference; and

WHEREAS, A.R.S. section 11-952 grants the Town the authority to enter into intergovernmental agreements; and

WHEREAS, the Mayor and Council have determined that approval of the Intergovernmental Agreement is in the best interest of the Town and its residents.

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

Section 1. The Town is hereby authorized to enter into the Intergovernmental Agreement between Cochise County and the Town of Huachuca City for the Provision of Election Supplies and Services, attached hereto as Exhibit AA@ and incorporated herein by this reference.

Section 2. The Mayor of the Town of Huachuca City is hereby authorized and directed to execute said Intergovernmental Agreement on behalf of the Town of Huachuca City.

Section 3. The Town staff is hereby authorized to take all steps necessary and proper to implement said Intergovernmental Agreement and give it effect.

Section 4. All orders or resolutions in conflict herewith are, to the extent of such conflict, hereby repealed, and this resolution shall be in full force and effect immediately upon its adoption.

PASSED AND ADOPTED by the Mayor and Council of the Town of Huachuca City, Arizona, this 14th day of March, 2024.

ATTEST:

Johann Wallace, Mayor

Approved as to Form:

Brandy Thorpe, Town Clerk

Thomas Benavidez, Town Attorney

[Intergovernmental Agreement must be attached.]



**To be completed by Municipality
(City or Town)**

Contact person _____

Title _____

Address _____

Phone _____

Email _____

Complete IGA Agreement with
signatures and return to:
Elections@cochise.az.gov
520-432-8970

**The County will execute the final
IGA and return a copy to the City
or Town Clerk**

**INTERGOVERNMENTAL AGREEMENT
FOR ELECTION SUPPLIES AND SERVICES**

THIS AGREEMENT is made and entered this _____ day of _____, 20____ by and between
COCHISE COUNTY (COUNTY), a political subdivision of the State of Arizona, and

(MUNICIPALITY), located at
_____, _____, AZ, _____ for certain election
supplies and services;

WHEREAS, the County and the Municipality have determined that the use of certain services of
the Cochise County Elections Department and the Cochise County Recorder’s Office is in the public
interest, and the County agrees to provide such service;

WHEREAS, the County is willing to provide election services using a vote center model for
Municipalities wishing to participate in the consolidated state Primary and General elections, but will
not provide election services to districts wishing to conduct mail ballot elections on statewide
consolidated elections dates for Primary and General elections;

WHEREAS, the parties have authority to enter into an intergovernmental agreement to provide
for election supplies and services pursuant to A.R.S. § 11-952 (Intergovernmental Agreements), A.R.S.
§ 11-251(41) (County Lease of Personal Property), A.R.S. § 41-2632 (Cooperative Purchasing) and A.R.S.
Title 16 (Elections and Electors);



NOW, THEREFORE, in consideration of the mutual covenants, conditions, and obligations herein set forth, the parties agree:

1. SCOPE: The scope of this Agreement is limited to election services and supplies between the MUNICIPALITY and COUNTY for the Primary Election held on July 30, 2024 and/or the General Election held on November 5, 2024.

2. COUNTY DUTIES: The COUNTY agrees contingent upon receipt of a timely, specific request as provided in Paragraph 3(C), to provide the following election services:

A. Election Equipment:

1. Provide E-Poll book tablets (electronic poll register) prepared from the voter records of the County Recorder for the purpose of identifying the electors qualified to vote in the above-mentioned elections.
2. Provide touch-screen voting equipment and tabulation equipment at designated vote centers, for vote center model elections.
3. Provide central election tabulation equipment for early ballots.
4. Provide election reporting system.
5. Provide signage and supplies (paper rolls for machines, tape, scissors, etc)

B. Administrative Elections Department services to include the following:

1. Obtain facilities for use as vote centers located throughout the County.
2. Provide public notice and conduct logic and accuracy tests of programs and equipment.
3. Provide early, election day, and provisional ballots as required.
4. Provide sample ballots to Municipality and if required, for public distribution through the Municipality.
5. Deliver and pickup equipment, ballots, signage and supplies.
5. Provide abstract of results of tabulation to include total ballots cast within the Municipality; total votes for each candidate, question or proposition.
6. Validate, process and count ballots.
7. Canvass the elections as required and provide documentation to MUNICIPALITY.
8. Provide for storage and destruction of ballots and election related materials in compliance with the State of Arizona Retention Schedule guidelines.



- C. Administrative Recorder's Office services to include the following:
 - 1. Provide for all Early Voting functions to including mailing early ballots and conducting in person early voting at the County Recorder's Office in Bisbee.
 - 2. Provide for all Voter Registration functions.
 - 3. Conduct Emergency Day Voting and Special Election Boards as required.
 - 4. Perform signature verification of early ballot affidavit envelopes and maintain voter credit in the state voter registration system.

 - D. Arrange for consulting services to include the following services:
 - 1. Ballot layout and design for all ballot styles to be approved by Jurisdiction.
 - 2. Programming the operation of voting and tabulating equipment.
 - 3. Programming the operation of the election reporting module.
 - 4. Printing, folding, insertion and mailing Early Ballots and required notices, excluding Informational Publicity Pamphlets if required by MUNICIPALITY.

 - E. Arrange for election board workers:
 - 1. Hire qualified election board workers to include all Boards required and Vote Center workers.
 - 2. Train, supervise and pay election board workers.

 - F. Provide an estimate of the aggregate cost of the services.
3. **MUNICIPALITY DUTIES:** The MUNICIPALITY understands and agrees that:
- A. The MUNICIPALITY retains the primary responsibility for ensuring that its election is called, noticed, held and conducted in the manner required by applicable local, state and federal laws and that the COUNTY does not assume responsibility under this Agreement for any aspects of this election other than those that are expressly stated in Paragraph 2.

 - B. MUNICIPALITY shall pay to the COUNTY the amounts at the rates set forth on Exhibit A attached hereto and incorporated into this Agreement at actual cost.

 - C. With respect to any specific election for which the MUNICIPALITY desires services and supplies pursuant to this Agreement, the MUNICIPALITY shall provide written notice of the election to the COUNTY at least one hundred and eighty (180) days prior to such election.



- D. The MUNICIPALITY provides nomination petitions and other necessary information to prospective candidates and acts as the Filing Officer to accept documents filed by candidates.

 - E. The MUNICIPALITY shall provide the information and detail necessary to enable COUNTY to program the ballot, including the Wards, Districts, or Precincts for which elections are to be held, the offices to be listed on the ballot, the exact listing of the candidates' names to be included, the exact wording (in English and in Spanish) of any Proposition or ballot Question to be included on the ballot, in the format and by the date requested by the COUNTY.
 - 1. Translation of the ballot text shall be provided by the MUNICIPALITY.
 - 2. The MUNICIPALITY is responsible for any language, layout, design, proofing, printing, mailing, and distribution of any Informational Publicity Pamphlets specific to a MUNICIPALITY ballot measure.
 - 3. The MUNICIPALITY is responsible for final ballot proof approval.

 - F. Agree to be a point of contact regarding conditional provisional ballots – in that a voter of a conditional provisional ballot can take an acceptable type of personal identification to qualify the subject conditional provisional ballot; document what type of identification is provided indicating any identification numbers and issue dates; provide a daily receipt of ballots cured to the Recorder's Office.

 - G. If an election is cancelled prior to programming or printing ballots, the MUNICIPALITY shall reimburse the COUNTY for administrative actual costs per Fee Schedule.

 - H. The MUNICIPALITY shall pay the COUNTY in a timely manner or in any event within thirty (30) days of receipt of invoice.

 - H. The MUNICIPALITY understands that they will be billed jointly, on one invoice, by the Elections Department and Recorder's Office for election services as outlined in the attached fee schedule.
4. **TERM.** This Agreement shall begin upon approval of the parties and terminate upon all matters connected with the election being resolved, legal challenges excepted, or upon written notice by either party to the other within thirty (30) days of the effective date of this Agreement. Should the



election herein be challenged or questioned for any reason whatsoever, then, in such event, MUNICIPALITY shall be solely responsible for defending, legally or otherwise, said election(s).

5. INDEMNIFICATION. To the extent permitted by law, each party to this Agreement shall indemnify, defend and hold harmless the other party, its officers, departments, employees and agents from and against any and all suits, actions, legal or administrative proceedings, claims, demands or damages of any kind or nature which results from the act or omission of the indemnifying party, its agents, officers, employees or anyone acting under its direction, control or on its behalf, whether intentional or negligent.

6. CANCELLATION DUE TO CONFLICT OF INTEREST. Pursuant to A.R.S. § 38-511, the provisions of which are incorporated herein by reference, all parties are hereby put on notice that this Agreement is subject to cancellation by the political subdivision or its departments or agencies if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of such political subdivision is, at any time while the contract is or any extension of the contract is in effect, an employee or agent of any other party to the contract in any capacity or a consultant to any other party of the contract with respect to the subject matter of the contract.

7. NON-DISCRIMINATION. To the extent required by law, each party to this Agreement shall comply with all state and federal equal opportunity and non-discrimination requirements and conditions of employment, including the American with Disabilities Act, in accordance with A.R.S. Title 41, Chapter 9, Article 4, and Executive Order 99-4, which mandates that all persons, regardless of race, color, religion, sex, age, national origin, or political affiliation, shall have equal access to employment opportunities.

8. WORKERS' COMPENSATION. An employee of either party shall be deemed to be an "employee" of both public agencies while performing pursuant to this Agreement, for purposes of A.R.S. § 23-1022 and the Arizona Workers' Compensation laws. The primary employer shall be solely liable for any worker's compensation benefits which may accrue. Each party shall post a notice pursuant to the provisions of A.R.S. § 23-906 in substantially the following form:

All employees are hereby notified that they may be required to work under the MUNICIPALITY or control or within the Municipal boundaries of another public agency pursuant to an intergovernmental agreement or contract, and under such circumstances they are deemed by the laws of Arizona to be employees of both public agencies for the purposes of workers' compensation.



9. IMMIGRATION LAWS. The parties hereby warrant that they will at all times during the term of this Agreement comply with all federal immigration laws applicable to the parties' employment of its employees, and with the requirements of A.R.S. § 23-214(A) (together the "State and Federal Immigration Laws"). The parties shall further ensure that each sub-consultant who performs any work for the party under this Agreement likewise complies with the State and Federal Immigration Laws.

10. INSPECTION AND AUDIT. The Parties agree to keep all books, accounts, reports, files, and other records relating to this Agreement for five (5) years after completion of the contract; and, in addition, agrees that such books, accounts, reports, files, and other records shall be subject to audit pursuant to A.R.S. § 35-214.

11. NOTICE. All written communications shall be addressed and mailed or personally served upon the parties, as follows:

COCHISE COUNTY
Tim Mattix, Director
Cochise County Elections
1415 Melody Lane, Bldg. E
Bisbee, AZ 85603

MUNICIPALITY _____
Name: _____
Title: _____
Address: _____
City: _____, AZ, _____

Notwithstanding the above, any routine communications between the parties that do not affect the rights of obligations of the parties, such as communications regarding the election(s), results, canvass, or otherwise may be sent and received via email.

12. GOVERNING LAW. This Agreement shall be governed and interpreted by the laws of the State of Arizona.

13. SAVINGS CLAUSE. Should any part of this Agreement be held to be invalid or void, the remainder of the Agreement shall remain in full force and effect with those offending portions omitted.

14. AGREEMENT MODIFICATION. This Agreement may only be modified in writing and must be signed by both parties and their duly authorized agents.

15. BREACH. Failure by the COUNTY and/or MUNICIPALITY to provide the services/ material or to provide the documentation at the time and in the manner described in this Agreement shall constitute a breach of this Agreement.



16. WAIVER OF CONFLICT. The parties to this Agreement are aware that the County Attorney's Offices represents the Cochise County Elections Department and the Cochise County Recorder's Office and may or may not also represent other party (for example, Special Districts, including but not limited to Flood, Fire or School Districts) to this Agreement in this and other matters. By signing this Agreement each party specifically acknowledges that it is aware of a potential conflict of interest and specifically waives any such claim based upon legal counsels' representation of other parties to this Agreement.

17. PUBLIC RECORDS LAW. Notwithstanding any provision in the Agreement to the contrary, disclosure of any documents or records are subject to Arizona Public Record Law, A.R.S. § 39-121, *et seq.*

18. ENTIRE AGREEMENT. This Agreement contains the entire understanding of the parties hereto. There are no representations or other provisions other than those contained herein, and any amendment or modification of this Agreement shall be made in writing and signed by the parties to this Agreement.

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

APPROVED:

APPROVED:

COCHISE COUNTY

MUNICIPALITY: _____

BY: _____

BY: _____

County Administrator
Cochise County Board of Supervisors

Mayor

ATTEST:

ATTEST:

BY: _____

BY: _____

Clerk of the Board
Cochise County Board of Supervisors

City or Town Clerk



INTERGOVERNMENTAL AGREEMENT DETERMINATION

RE: Intergovernmental Agreement for election services and supplies between the MUNICIPALITY and the County of Cochise for the Primary Election held on July 30, 2024 and/or the General Election held on November 5, 2024.

Pursuant to A.R.S. Section 11-952, this Agreement has been reviewed by the undersigned attorney for Cochise County, who has determined that it is in proper form and is within the powers and authority granted, respectively, to the contracting bodies.

DATED this _____ day of _____, 20____.

Cochise County Attorney

By: _____
Chief Civil Deputy
County Attorney

Pursuant to A.R.S. Section 11-952, this Agreement has been reviewed by the undersigned attorney for MUNICIPALITY, who has determined that it is in proper form and is within the powers and authority granted, respectively, to the contracting bodies.

DATED this _____ day of _____, 20____.

By: _____
City or Town Attorney

EXHIBIT A

COCHISE COUNTY ELECTION FEE SERVICES SCHEDULE April 25, 2019	<i>Elections consolidated with State or Federal Elections</i>
Election Fee per registered voter	\$0.75
Election Fee if not met above	\$800
Cancel and Appoint	\$250
Cancel if programming started	Actual Cost
Recount per total ballots cast	Included
Info Pamphlet & Postage	MUNICIPALITY works with Supplier directly
Polling Place Rental if not consolidated with State election	Included
Poll workers - Early Board	Included
Poll workers - Inspector	Included
Poll workers - Marshall	Included
Poll workers - Judges/Clerks	Included
Poll workers - Troubleshooter	Included
Poll workers - Class	Included
Poll workers mileage	Included
Election Equipment – EPollbook tablet (min 2)	Included
Election Equipment - ExpressVote machine (min 2)	Included
Election Equipment - DS200 tabulator (1)	Included
Equipment Delivery Fee	Included
Provisional Ballot Fee	Included
Election Records Destruction	Included
Copy fee	\$0.30
Maps for Vote Location	Included
Recorder's Office Mailing Fees	Waived



BARKING DOG INTERPRETIVE DESIGN INC.
 S12824 COUNTY ROAD U
 STRUM, WI 54770
 +1 7152273644
 kim@bdexhibits.com

Estimate

ADDRESS
 Huachuca City Library
 Leffingwell Park
 506 Gonzales Blvd
 Huachuca City, AZ 85650

SHIP TO
 85650

ESTIMATE # BD25750
DATE 02/23/2024
EXPIRATION DATE 03/22/2024

SHIP VIA TRUCK
REP PW
REF # Stephanie Fulton

ACTIVITY	QTY	RATE	AMOUNT
SW-CONTACT FOR QUESTIONS REGARDING YOUR STORYWALK SOLUTIONS ORDER, OR TO PLACE YOUR ORDER, PLEASE EMAIL SUE AT storywalk@bdexhibits.com STORYWALK CHAIN LINK FENCE MOUNT ALUMINUM FRAME	1		0.00
SW-1824-FMB STORYWALK SOLUTIONS CHAIN LINK FENCE MOUNT ALUMINUM FRAME FOR PANEL 18H X 24W X 1/4" THICK, 5/16" GAP, (1) FENCE MOUNT WITH (4) RIVET NUTS AND HARDWARE KIT, TWO PART CONSTRUCTION, BOTTOM REMOVABLE RAIL, RIVETNUTS FOR REMOVABLE RAIL, INCLUDES (2) 18"X24" PIECES OF ACRYLIC FOR PAGE DISPLAY, BLACK TEXTURE POWDERCOAT ** FRAME CAN CONTAIN UP TO 1/4" INCH THICK MATERIALS INCLUDING THE ACRYLIC** [SW-1824-FMB]	7	234.20	1,639.40
DISCOUNT DISCOUNT FOR ITEMS ABOVE	7	-23.42	-163.94
SW-FENCEHDW (4) 1/4-20 x 1.75" FLAT HEAD SCREWS FOR SW CHAIN LINK FENCE MOUNT P/N 92210A548 [SW-FENCEHDW]	7		0.00
SW-FENCETRIM EPDM RUBBER TRIM 24175K15, 3/16" WIDE X 9/16" HIGH INSIDE, 50 FT. LONG FOR SW CHAIN LINK FENCE MOUNT CUT TO LENGTH IN FIELD, 2 PCS AT 12" EACH FOR FRAME SIDES [SW-FENCETRIM]	1		0.00
SWPWP182445B STORYWALK SOLUTIONS ALUMINUM FRAME FOR PANEL 18H X 24W X 1/4" THICK, 5/16" GAP, 45 DEGREE ANGLE, BOTTOM REMOVABLE RAIL, RIVETNUTS FOR REMOVABLE RAIL, (1) 3X3X60" POST W/ PLATE, IN GROUND INSTALLATION, INCLUDES (2) PIECES OF ACRYLIC FOR PAGE DISPLAY, BLACK TEXTURE POWDERCOAT [SWPWP182445B]	13	302.83	3,936.79
DISCOUNT DISCOUNT FOR ITEMS ABOVE	13	-30.28	-393.64

REMIT PAYMENT TO: BARKING DOG INTERPRETIVE DESIGN INC., S12824 COUNTY ROAD U, STRUM WI 54770

ACTIVITY	QTY	RATE	AMOUNT
S&H ESTIMATED SHIPPING AND HANDLING - NO SPECIAL SERVICES INCLUDED - DELIVERY TO COMMERCIAL ADDRESSES ONLY FOB ORIGIN	1	710.00	710.00

IF SPECIAL SERVICES SUCH AS LIFTGATE OR DELIVERY APPTS ARE NEEDED, WE
ARE UNABLE TO EXPEDITE TRANSIT AND CANNOT GUARANTEE A REQUESTED
DELIVERY DATE
24-114119

LG-OXBOX LARGE OX BOX - 76"LX46"WX36"H	1		0.00
--	---	--	------

SW-FRT THE FOLLOWING ITEMS ARE INCLUDED WITH YOUR STORYWALK FREIGHT: -LIFTGATE SERVICE -DELIVERY APPOINTMENT	1	0.00	0.00
--	---	------	------

THE FOLLOWING ITEMS ARE CHARGES THAT MAY OCCUR DEPENDING UPON -
DELIVERY LOCATION:
-RESIDENTIAL DELIVERY - TRUCK SHIPMENT
-INSIDE DELIVERY

****DELIVERY CAPABILITIES MUST BE VERIFIED AT TIME OF ORDER****

S&H MULTI LARGER QUANTITY ORDERS MAY BE CONSIDERED FOR REDUCED SHIPPING COSTS. PLEASE DISCUSS THE LOGISTICS OF THE DELIVERY AND YOUR PROJECT SO WE CAN OPTIMIZE OUR PACKAGING AND SHIPPING COSTS FOR YOUR NEEDS. FOB ORIGIN	1	0.00	0.00
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SW-TERMS TERMS: 50% DOWN PAYMENT WITH SIGNED ESTIMATE, BALANCE NET 10 DAYS AFTER SHIPPING, OR NET 30 WITH A PURCHASE ORDER.	1	0.00	0.00
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ALTERNATIVE TERMS MAY BE AVAILABLE THROUGH DISCUSSION WITH BDID
MANAGEMENT

****ONLY MASTERCARD OR VISA CREDIT CARDS ACCEPTED WITH A CONVENIENCE
FEE; EFT/ACH ACCEPTED - ASK CUSTOMER SERVICE**

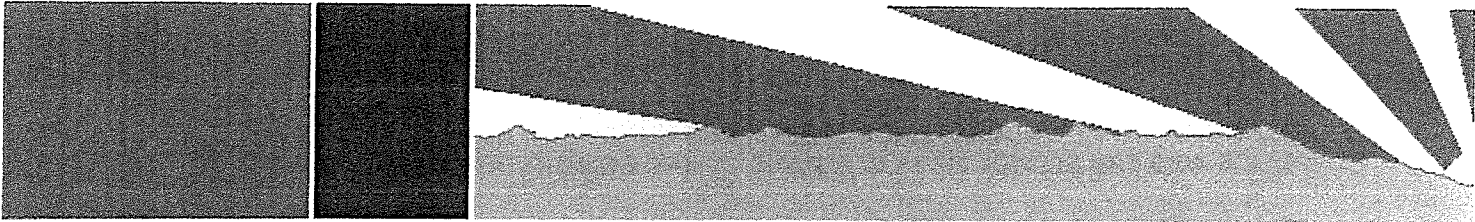
SW-NOTE TEMPORARY PAGE DISPLAY SUGGESTION: USE 10 MIL HOT LAMINATE TO ENCLOSE THE BOOK PAGE OR PRINTED PAGE. INSTALL INTO FRAME WITH COLORED PLASTIC BACKER (SEE LITERATURE). THERE SHOULD BE 1/8" EDGE OF LAMINATE SURROUNDING ALL 4 SIDES OF THE STOCK. PAGES AND BACKER SHOULD BE PLACED BETWEEN THE 2 SHEETS OF ACRYLIC, THEN INSTALLED INTO THE FRAME. DURING SEASONS WITH HIGH HUMIDITY OR RAIN, CONDENSATION OR MOISTURE MAY OCCUR BETWEEN ACRYLIC SHEETS. SYNTHETIC PAPER AND PERMANENT PANELS WILL OFFER IMPROVED DURABILITY	1	0.00	0.00
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TOTAL

\$5,728.61

Accepted By

Accepted Date



Memorandum Of Understanding Between Huachuca City Police and The Sierra Vista Company Of The Arizona Rangers

Date: September 2021



**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



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**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



INTRODUCTION

The Huachuca City Police, the primary law enforcement agency of Huachuca City, Arizona, desires a Law Enforcement Assist (LEA) relationship with the Arizona Rangers, Sierra Vista Company (Rangers). The Huachuca City Police seeks assistance from the Rangers in conducting security patrols within Huachuca City designated areas in and around the city and providing support to on-duty Officers with observations and reporting of unusual or suspect activity. The Rangers being purposed, in part, on assisting the law enforcement community have duly considered a LEA relationship with Huachuca City Police for this purpose and agree to provide LEA to the Huachuca City Police.

Herewith, the Huachuca City Police and Rangers have devised this MOU to promote cooperation, develop trust, build functionality and operability, and help ensure success of a LEA program between the parties. The LEA program serves to promote public safety and provide for the general welfare of the community of Huachuca City.

PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to establish the terms and conditions under which the Rangers may provide LEA to the Chief of Police and Officers within the jurisdiction of the Huachuca City. The general geographical boundaries of the jurisdiction are Huachuca City, Arizona (jurisdiction limits may extend beyond the specific boundary limits of the city as recognized by Huachuca City).

SCOPE

The scope of the Law Enforcement Assistance program extends to and includes the parties of the **Huachuca City Police Department** and the Arizona Rangers, Sierra Vista Company. LEA activities by the Rangers will generally consist of security patrols by the Rangers conducted under the direction, control and supervision of the Huachuca City Police Department or on-duty Officer. Such security patrols may include, but are not necessarily limited to the following areas: public buildings; private businesses (after hours); public/private grounds checks (i.e. public works, cemetery, schools, etc.); and un-occupied residences. Active random and/or systematic patrols by the Rangers of the Huachuca City streets, may be authorized by the Chief of Police.

LEA activities under this MOU may be conducted on an as-needed basis; routine basis; or on the basis of a specific engagement.

Arizona Rangers

A statewide law enforcement auxiliary purposed, in part, on rendering assistance to the law enforcement community throughout the State of Arizona. The Arizona Revised Statutes (A.R.S 41-4201), provides recognition of the Arizona Rangers. The present-day Arizona Rangers represent a unique organization that is tied to the original Territorial Arizona Rangers of 1901-1909. Present Arizona Rangers assist our law enforcement community statewide; provide youth support and community service and work to preserve the tradition, honor and history of the original Territorial Arizona Rangers.

Arizona Rangers. Sierra Vista Company

Referred to herein as "Rangers," is a Unit of the Arizona Rangers, specifically chartered by the Arizona Ranger Corporation to do business in an Arizona Community or Locality.

Company

Refers to a Unit of the Arizona Rangers specifically chartered by the Arizona Ranger Corporation. For the purpose of this MOU, it specifically refers to the Arizona Rangers, Sierra Vista Company.

Company Commander

The Captain of the Arizona Rangers, Sierra Vista Company. Duly

**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



elected annually by vote of the company membership annually at its monthly Business Meeting in April.

"LEA"

Law Enforcement Assistance [or Assist]. Law Enforcement Assistance as conducted by the Arizona Rangers is that which is within the capabilities of the Arizona Rangers, but only under the direction, control and supervision of such authority.

"MOU"

Means Memo of Understanding

"Officer"

A commissioned law enforcement officer of the Huachuca City Police.

"Parties" to this MOU

Huachuca City, on behalf of the Huachuca City Police, as represented by the Police Chief and his/her supporting law enforcement officials or officers; and the Arizona Rangers, Sierra Vista Company as represented by its Company Commander and its Company membership.

"Rangers"

Refers to the Arizona Rangers, Sierra Vista Company

"SOP"

Refers to a Standard Operating Procedure.

POLICY

The spirit and intent of the LEA relationship as outlined in this MOU is to establish and foster an effective and trusted relationship that operates harmoniously, helps ensure the integrity of LEA operations and promotes the best image of both parties among the citizens of Huachuca City. In promotion of these ideals the HCPD and Rangers recognize the following policies and/or general principles as follows:

1. Participating Rangers of this MOU and LEA program must be in good standing in terms of the Arizona Ranger organization and the Law of any legal subdivision (Community, County, State, Federal Government) of the United States of America.
2. The Rangers shall exercise law enforcement support when specifically directed or authorized to do so by the Chief of Police or an Officer of the HCPD while under such authority's direction, control and supervision.
3. Ranger candidates for basic appointment to LEA with HCPD must annually meet the requirements/qualifications for firearms training as outlined/prescribed by AZPOST. Additionally, candidates shall have received basic training as prescribed under the Arizona Rangers Training Academy (ARTA) and receive routine monthly training in areas such as firearms, weapons, self defense, hand cuffing, criminal law, or other training that can be recognized as promoting an individual's knowledge and capabilities in law enforcement assistance activities.
4. Ranger candidates for LEA with HCPD shall be in good standing with the Arizona Ranger organization and pass a background check as conducted by the Arizona Rangers. The background check shall include an updated NCIC check.

**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



5. The Rangers may assist the HCPD through marked vehicle and or foot patrols of any areas in and around Huachuca City, State of Arizona as directed and when called upon by the Chief of Police or an Officer of the HCPD.
6. The Rangers may provide/conduct external, or extracurricular community service activities within Huachuca City and outside of the LEA program consistent with its statutorily recognized purpose. Such activities typically involve the Rangers providing a uniformed presence at particular Huachuca City events/functions, upon request of the establishment or operator of the event/function without an Officer present. Such activities recognize the Rangers as a 501(c) (3) organization, which relies on voluntary donations for its existence. Such community service duties shall be brought to the attention of the Chief of Police for his/her awareness.
7. The Rangers when authorized or requested by the Chief of Police and when properly registered pursuant to A.R.S. 28-776 may do funeral escorts with HCPD marked vehicles within the jurisdictional limits of the Chief of Police with or without an Officer in the area.
8. The Rangers may do Traffic Control (direction at intersections and main thoroughfares) upon the request of the Chief of Police, with or without a Huachuca City Officer in the area.
9. The Rangers may be used at parades in all areas of the Huachuca City for Crowd Control and Safety of citizens involved in Parade or spectators of Parade.
10. The Rangers may be used within the jurisdictional limits of Huachuca City during emergencies: such as flooding, fires, evacuations, security, traffic, road closures, accidents, search and rescue operations, or any other requirement the Chief of Police may deem necessary to assist the Department under emergency situations.
11. Rangers who have been properly trained may be used for Crime Scene Preservation if and when the Chief of Police requires assistance.
12. Under the direction, control and supervision of the Chief of Police, specific HCPD marked vehicle(s) may be used by the Rangers. Such vehicles are additionally recognized by outfit with red and blue emergency lights and a HCPD radio, which equipment may only be used when authorized by the Chief of Police.
13. The Rangers shall provide Law Enforcement Assist while wearing prescribed uniforms and Personal Protective Equipment including authorized weapons as outlined in the Arizona Rangers Rules and Regulations. Alternate uniform dress may be permitted, when authorized by the Chief of Police and approved by the Sierra Vista Company Commander.
14. Rangers' use of personal vehicles with Code 3 lights (reds and blues) and sirens while conducting LEA assignments for the HCPD is generally prohibited. This restriction also includes their application while en route to an LEA assignment or duty with the HCPD. Any use of code 3 lights and sirens for LEA assignments with the HCPD shall require a separate authorization from the Chief of Police. The HCPD shall, however, authorize and grant special permission for their use by Rangers of rear-window red and blue flashing lights to protect an accident scene, or when backing up a HCPD Officer during a traffic stop.
15. Anyone performing under this MOU shall endeavor to support the civil rights of all citizens. It shall be the duty and responsibility of all LEA participants to act and advise others consistent with and in respect of these civil rights.

**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



Neither party shall discriminate against any employee or any other individual in any way because of that person's age, race, creed, color, religion, sex, sexual orientation, family status, disability or national origin while carrying out the duties pursuant to this Agreement. Both parties shall comply with applicable provisions of Executive Order 75-5, as amended by Executive Order 2009-09 of the Governor of Arizona, which are incorporated into this Agreement by reference as if set forth in full herein, and of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36 as well as the Genetic Information Nondiscrimination Act of 2008.

16. Rangers shall always work in a minimum of two-Ranger "pairs," while providing LEA, unless serving as a backup officer to a Huachuca City (or other) law enforcement officer. Rangers shall never work alone.
17. Ranger assignments for LEA duty shall be coordinated through the Company Duty Sergeant (See MOU item "Contacting Rangers for LEA Duty" under section OBLIGATIONS/PROCEDURE). Rangers shall report for LEA Duty through the Company Duty Sergeant and duly report all hours spent on LEA assignments.

OBLIGATIONS/PROCEDURE

AZ Rangers, Sierra Vista Company Mailing Address/General Contact

The mailing address and general contact for the Sierra Vista Company of the Arizona Rangers is as follows:

Mailing Address:	Arizona Rangers, Sierra Vista Company P.O. Box 1801 Sierra Vista, AZ 85636
General Contact:	Company Commander Captain James Howe

Contacting Rangers for LEA Duty

Contacting/deploying Arizona Rangers for LEA duty with the HCPD will be coordinated/conducted through its Sierra Vista Company Officers or Officials along the following channels:

Primary/First Contact:	<u>Duty Sergeant</u> MSG Alfred Hirsch 113 Lena Way Huachuca City, AZ 85616 Phone: (Home): (520) 609-4098 Mobile: (520) 609-4098 Email: ahirsch@azrangers.gov
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**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



Alternate/Third Contact: Law Enforcement Liaison Office
Sergeant David Maeding
Phone: 702-576-6334
Email:
amaeding@azrangers.us

The Rangers will provide the HCPD a roster of its company membership, which includes individuals contact information. Updates of the roster will be routinely provided to the HCPD.

Contacting Huachuca City Police Department

Contact with the Huachuca City Police Department (HCPD) shall be made through its Chief of police, Officer(s), or designee as follows:

Primary/First Contact: Huachuca City Chief of Police
James Thies
Phone: 520-678-9604
Email: jthies@huachucacityaz.gov

Alternate/Second Contact: HCPD Dispatch
(520) 678-9604

Training

Rangers shall be fully trained in the use of any/all personal protective equipment, or weapons carried on their person. Each Ranger for LEA assignment shall be trained and certified in the use of firearms consistent with the Arizona Peace Officer Standards and Training Board (AZPOST). Acceptable training for Rangers personal protective equipment/weapons is the Arizona Rangers Training Academy (ARTA) program.

Rangers shall be further disciplined under a routine internal training program of the Arizona Ranger Organization. The Rangers may be subject to additional training as required and provided by the HCPD.

When different standards for training levels surface, Rangers shall comply with the more stringent.

HCPD representatives are invited to observe Ranger's training, with or without notice.

Liability/Insurance

The Parties acknowledge that each assumes liability for its actions and those actions of its own employees, membership, or representatives.

The Rangers shall maintain for its own purpose, Commercial General Liability Insurance in reasonable levels, but no less than \$2,000,000.00 per occurrence. Huachuca City shall provide for the Rangers as "additionally insured" under its automobile liability insurance for the purpose of operating City/Police vehicles. A copy of a Certificate of Insurance naming the Arizona Rangers, Sierra Vista Company as an additional insured under Automobile Liability shall be provided to the Sierra Vista Company Commander.

Financial

There are no financial or compensation obligations of either party to this MOU. It is understood that the Rangers will provide LEA on a Voluntary basis without compensation or benefits of any kind. Further, each of the Parties is individually responsible for their respective expenses and funding costs.

**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



Internal Affairs

HCPD access to internal affairs and individual training records of the Arizona Rangers shall be made by written request to the Internal Affairs Officer of the Arizona Rangers, Sierra Vista Company with copy to the Company Commander.

Internal Affairs Contact: nd

EQUIPMENT

The Parties will each be individually responsible for equipping their respective personnel. To meet the needs of a specific assignment(s), the HCPD may loan or temporarily assign use of property and/or equipment belonging to the Huachuca City to the Rangers (i.e., police vehicle, radio, or other). Such equipment shall be effectively used and cared for and returned at the end of each specific assignment.

For equipment and/or property loaned or assigned on a long-term basis, as may be needed to practically and reasonably fulfill/support LEA efforts, such equipment use shall be documented to identify the receiving and responsible party. Proper documentation, as necessary, shall be maintained on the equipment/property (condition report at time of issue, O&M records, and condition report at time of return, etc.) for the term/period it is loaned. Equipment will be returned to the lending party when requested or it is no longer needed. No loaned or assigned equipment and/or property shall be considered to have permanently passed in terms of ownership to the receiving party.

HCPD vehicle units under all circumstances shall be maintained by the HCPD. The Rangers shall have no obligation/responsibility to maintain HCPD vehicle units as may be assigned for use by the Rangers. The HCPD shall maintain HCPD vehicle units for use by the Rangers in a safe operating condition.

OVERSIGHT

Oversight of the Rangers is principally governed by the Arizona Ranger Corporation, its Board of Governors and the Corporations By-Laws; General Policies and Procedures; and Rules and Regulations.

Oversight of the LEA program is principally administered by the HCPD and the Ranger Company Commander. Any issues affecting policy, recommendation, and/or subsequent change that alter the purpose of the LEA program will be implemented only after a consensus is reached by the Parties to this MOU.

Issues affecting policy, recommendation, and/or other matters of relevance to this MOU shall be implemented on an ongoing change basis. Such changes shall be memorialized in a Joint Policy Letter, approved by the Chief of Police and the Rangers. Within 60 days, the changes shall be incorporated into this MOU, and the MOU shall be reissued under a new Version Number, with a specific date of revision noted.

The HCPD and Rangers will deploy the LEA capability by sequentially acting through the three principal channels of contacts as outlined in the Contacting Parties subsection of the OBLIGATIONS AND PROCEDURES.

**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



RESPONSIBILITY FOR SOP COMPLIANCE

The Chief of Police and the Rangers Company Commander shall be responsible for ensuring Standard Operating Procedures are followed or carried out. Individuals from both parties are responsible for reading, understanding, and properly exercising the responsibilities, authority, terms and compliance issues of this MOU.

EFFECTIVE DATE; TERM; TERMINATION

This MOU shall become effective upon the latest signature date below, after it is signed by all representative parties. The term of this MOU shall be two years from the effective date. Participation in this Agreement may be terminated by either Party delivering, including delivery by fax, 30 days prior written notice of termination to the other Party. The Parties hereby acknowledge that this Agreement may be canceled for conflict of interest pursuant to the provisions of A.R.S. 38-511 as may be amended from time to time.

NO JOINT VENTURE

Employees of HCPD shall not become employees of Rangers by virtue of this MOU; and the employees, members and volunteers of Rangers shall not become employees of HCPD by virtue of this MOU. Nothing in this MOU shall construed to create any partnership or joint agency relationship between the parties.

NO THIRD-PARTY BENEFICIARIES

There are no third-party beneficiaries to this MOU; and this MOU shall not affect the legal liability of either Party to the Agreement by imposing any standard of care different from the standard of care imposed by Arizona law.

GOVERNING LAW

This MOU and all documents and instruments executed in furtherance hereof, and the rights and obligations of the Parties hereunder, shall be construed and enforced in accordance with, and shall be governed by, the laws of the State of Arizona, statutory and decisional, in effect from time to time. The Parties consent to personal jurisdiction in Arizona, and venue for any action to enforce this MOU or resolve disputes hereunder shall be in Cochise County, Arizona.

UPDATES TO MOU

The components and general principles of the LEA relationship, including commitments of personnel and resources, shall be reviewed and refined annually (or, as necessary) by the Chief of Police and Sierra Vista Company Commander. Critical factors to be considered in this process are the following.

1. Review and revise information for Contacting Parties, as necessary.
2. Negotiate and develop common goals.
3. Identify and develop common tasks for both HCPD Officers and Rangers.
4. Develop knowledge of the capabilities and goals of HCPD and Rangers.
5. Articulate well-defined projected outcomes.
6. Establish a reasonable timetable for implementation of commitments.
7. Provide training on the concepts, purpose, and tasks for all involved.
8. Clearly identify the tangible purposes of the LEA relationship.
9. Clearly identify leaders and those responsible for tasks and goals.
10. Update an operational guide on how the partnership will function.
11. Affirm an agreement about how the partnership will proceed, including resources and responsibilities.

**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



12. Articulate a mutual commitment to providing necessary resources.
13. Establish an assessment and reporting process.
14. Provide knowledgeable, committed people who can carry forth the partnership's objectives.
15. Conduct measurement and evaluation of the LEA relationship.
16. Identify and include key stakeholders.
17. Define/refine purpose, scope, and policy.
18. Address sufficiency of resources (funding, space, staff, etc.).
19. Provide clear assignment of responsibilities.
20. Demonstrated commitment from the executives of each party.
21. Strong leadership from both parties.
22. Track and identify tangible products and visible outcomes.
23. How is goodwill, trust, and respect promoted/guarded among both parties?
24. Market early successes
25. Regularly scheduled businesslike meetings with agendas and sharing of useful information

**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



SIGNATURES

The parties to this MOU through their duly authorized representatives have executed this MOU on the dates set out below and certify that they have read, understood and agreed to the terms and conditions of this MOU as set forth herein.

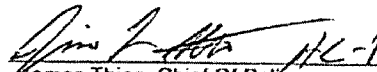
HUACHUCA CITY, an Arizona municipal corporation:



Johann R. Wallace, Mayor,

09/23/2021
Date

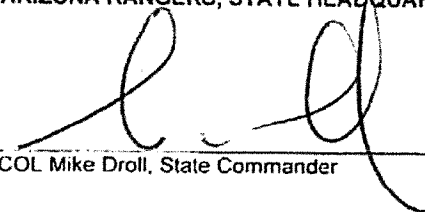
Huachuca City Police Department:



James Thies, Chief Of Police

9/23/2021
Date

ARIZONA RANGERS, STATE HEADQUARTERS:



COL Mike Droll, State Commander

9/24/21
Date

ARIZONA RANGERS, SIERRA VISTA COMPANY:



Major David M. Smith, Company Commander

9-24-21
Date

**MEMORANDUM OF UNDERSTANDING BETWEEN HUACHUCA CITY
POLICE AND THE SIERRA VISTA COMPANY OF THE ARIZONA RANGERS**



APPENDICES

Appendix A

Letter from Huachuca City School Superintendent

[Letter from Huachuca City School Superintendent acknowledging Arizona Rangers LEA efforts with Huachuca City Police Department and granting permission to the Arizona Rangers to access school grounds wearing duty and personal protection equipment (i.e. firearms) while conducting LEA efforts under the purview of the Huachuca City Police Department.]

Appendix B

Arizona Rangers Certificate of Liability Insurance

[Copy of Arizona Rangers Certificate of Liability Insurance (Commercial General Liability).]

Appendix C

Huachuca City Certificate of Liability Insurance

[Copy of Huachuca City Certificate of Liability Insurance (Automobile Liability) showing the Arizona Rangers as Additionally Insured.]

Appendix D

Roster - Arizona Rangers, Sierra Vista Company

[Copy of Arizona Rangers, Sierra Vista Company Roster.]

Appendix E

Copies of Drivers License and CCW Permits of Participating Rangers



TOWN OF HUACHUCA CITY

The Sunset City

COUNCIL DECISION REQUEST

Meeting Date: March 14, 2024

Agenda Item:

Subject: Employee Recognition Program

Type of Action Requested: Formal Action/Motion

Recommendation: Council Approve an Employee Recognition Program

Discussion:

The council included \$800 in the FY24 budget for employee recognition/appreciation. Request council approve the employee recognition/appreciation program outlined below.

Program Details:

Employee of the Quarter – Each Department will choose their employee of the quarter. Selection should be based on outstanding performance, achievement, teamwork, and/or improvement. The department head will award that employee a certificate and 59 minutes of paid leave. Those employees will then be considered for the Town Employee of the Quarter. The Department heads will submit a written recommendation outlining the achievements/performance of their nominee to the Town Manager. The Town Manager, along with all the Department Heads will select one of those nominees as the Huachuca City Employee of the Quarter. The Huachuca City Employee of the Quarter will be recognized at a council meeting and awarded a certificate and \$100 merit bonus. To be considered, nominees cannot be pending disciplinary action or have had disciplinary action within the previous 12 months and must have been employed by the town for at least 7 months.

Years of Service Awards: Pins for years of service will be awarded to employees for the completion of 2 years, 5 years, 10 years, 15 years, 20 years, 25 years and 30 years of service. Employees will be presented with their pins and a certificate by the Town Council at a Council Meeting or at an Employee Appreciation event. If the presentation takes place at a luncheon, the Council will be invited, and a council member will make the presentation.

Employee Appreciation Events – The Town Manager will plan and execute two employee appreciation events a year. Council will be invited to these events. There will be refreshments or a lunch, depending on availability of funds. Accommodation will be made for staff that are unable to leave their place of duty to attend, i.e. refreshments will be delivered to them at their workplace.

Financial Analysis:

Employee of the Quarter: \$400

Service Pins: \$125

Employee Events: \$275

Recommended Motion: I make a motion that we approve the Employee Recognition Program as outlined.



Commercial Services Agreement
3/11/2024

Cox Account Rep:	Stephanie Bankemper	Cox System Address
Phone Number:	520-867-7408	
Fax Number:		

Customer Information		Authorized Customer Representative Information	
Legal Company Name:	Town of Huachuca City- Town Hall	Full Name:	Suzanne Harvey
Street Address:	500 N Gonzales Blvd	Billing Telephone:	(520) 456-1354
City/State/Zip:	Huachuca City, AZ 85616	Fax:	
Billing Address:	500 N Gonzales Blvd	Contact Number:	(520) 456-1354
City/State/Zip:	Huachuca City, AZ 85616	Email:	sharvey@huachucacityaz.gov
Cox Account #:			

Service Description	From QTY	To QTY	Unit Price	Term (Months)	Monthly Recurring Service Charges	One Time Service Charges
Cox Optical Internet 500 Mbps	0	1	\$830.00	60	\$830.00	\$0.00
IP Address Block - /30 (4 IPs)	0	1	\$0.00	60	\$0.00	\$0.00
Install Fees						
Cox Optical Internet Installation	0	1	\$0.00	60	\$0.00	\$0.00

Totals:		\$830.00	\$0.00
The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change. Visit http://www.coxbusiness.com/taxesandfees for more information			

Special Conditions

State of Arizona Contract: This Agreement is subject to the terms of the State of Arizona Contract CTR049873 ("State Contract"), which Customer adopts, as its own separate and independent agreement, as part of this Agreement. Notwithstanding anything to the contrary contained anywhere in this Agreement, the parties acknowledge and agree that Customer may terminate any Service before the end of the Term set forth above, without payment of any early termination fees, by giving at least thirty (30) days prior written notice to Cox of such termination and Customer shall pay to Cox the then-unrecouped amount of construction/equipment costs incurred by Cox in connection with the terminated Service(s) plus any 3rd party service provider costs incurred by Cox in connection with the terminated Service(s).

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at <http://www.coxbusiness.com/generalterms> (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at <http://www.coxbusiness.com/e911> ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The service and equipment charges above, except as explicitly set forth in the Special Conditions section, do not include applicable taxes, fees, assessments or surcharges which are additional and may change from time to time. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	
Signature:	Signature:
Print:	Print:
Title Position:	Title Position:
Date:	Date:

EXHIBIT A

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE <http://www.coxbusiness.com/e911>

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide related facilities and equipment, the ownership

of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at <http://www.coxbusiness.com/generalterms>, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVIDED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license

Town of Huachuca City

PROCLAMATION NO. 2024-04

A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, DECLARING THE MONTH OF APRIL, 2024, AS GARDEN MONTH IN THE TOWN OF HUACHUCA CITY.

WHEREAS, during spring, the season of renewal, millions of Americans turn joyfully to gardening; and

WHEREAS, America's gardens produce an abundance of fruits and vegetables to enrich our tables and a stunning variety of flowers and shrubs to add beauty to our homes and yards; and

WHEREAS, President Reagan first proclaimed the week of April 13, 1986, as "National Garden Week;" and

WHEREAS, in 2002, the National Gardening Association resolved to extend the celebration to encompass the entire month of April; and

WHEREAS, National Garden Month was celebrated for the first time in 2003 and has been celebrated every year since; and

WHEREAS, gardening has numerous health benefits, including exposure to Vitamin D, exercise, and decreased dementia risk.

NOW, THEREFORE, I, Johann R. Wallace, Mayor of the Town of Huachuca City, Arizona, by the authority vested in me by the laws of the State of Arizona and Town Code and by this Proclamation hereby declare April, 2024, as Garden Month in the Town of Huachuca City. I encourage all the residents of the Town to go outdoors and cultivate a nutritious and colorful garden.

PROCLAIMED by the Mayor of the Town of Huachuca City, Cochise County, Arizona, this 14th day of March, 2024.

Johann R. Wallace, Mayor

ATTEST:

Brandye Thorpe, Town Clerk

Thomas Benavidez, Town Attorney

Town of Huachuca City

PROCLAMATION NO. 2024-05

A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, DECLARING THE MONTH OF APRIL, 2024, AS SEXUAL ASSAULT AWARENESS AND PREVENTION MONTH IN THE TOWN OF HUACHUCA CITY.

WHEREAS, sexual violence is a dehumanizing form of abuse that harms our communities; and

WHEREAS, rape, sexual assault, and sexual harassment have extensive and widespread physical and mental health implications, including post-traumatic stress disorder, substance abuse, depression, homelessness, eating disorders, and suicide; and

WHEREAS, 1 in 3 women and 1 in 4 men have experienced sexual violence involving physical contact at some point in their lives; and

WHEREAS, 67% of victims under the age of 18 identified their perpetrator as a family member and 79% said they were currently living with that perpetrator; and

WHEREAS, the Centers for Disease Control and Prevention found that 43.2% of females and 51.3% of males first experienced victimization prior to age 18; and

WHEREAS, through prevention education, awareness efforts, a strong continuum of victim services, and holding perpetrators responsible for their actions, we can work together to better address sexual violence and create safer communities for all Arizonans.

NOW, THEREFORE, I, Johann R. Wallace, Mayor of the Town of Huachuca City, Arizona, by the authority vested in me by the laws of the State of Arizona and Town Code and by this Proclamation hereby declare April, 2024, as Sexual Assault Awareness and Prevention Month in the Town of Huachuca City.

PROCLAIMED by the Mayor of the Town of Huachuca City, Cochise County, Arizona, this 14th day of March, 2024.

Johann R. Wallace, Mayor

ATTEST:

Brandye Thorpe, Town Clerk

Thomas Benavidez, Town Attorney