



# TOWN OF HUACHUCA CITY

The Sunset City

## HUACHUCA CITY TOWN COUNCIL PUBLIC MEETING NOTICE

**Thursday, April 10, 2025, 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 March 27, 2025.
- C.2 Consider approval of the Payment Approval Report.

#### **D. Unfinished Business before the Council – Mayor**

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

#### **E. New Business Before Council - Mayor**

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

**E.1 Discussion and/or Action [Manager Harvey / Ruben Villa]: Presentation and approval of proposed fiscal year 2025 budget amendments:** Arizona cities and towns commonly amend previously approved budgets as needed throughout the fiscal year. These amendments do not increase the total approved budget, nor do they affect our Home Rule expenditure limit. Instead, they enable us to make necessary adjustments between specific line items to reflect updated priorities, address unforeseen needs, or capitalize on new funding opportunities.

**Staff requests authorization of the following budget amendments:**

##### **A. Reallocate Fire Services Contract Budget to “Transfers Out” for Capital Projects.**

Previously, the Mayor and Council approved the use of American Rescue Plan Act of 2021 [ARPA] funds for either a list of specific capital projects or for Fire Service costs. As of March 31, 2025, all capital project expenditures have been either incurred or formally committed (encumbered), and they are properly recorded in the ARPA Fund.

The proposed amendment would move the budget for the Fire Services Contract (within the General Fund) to the “Transfers Out” line item, which will be redirected to cover capital project expenses. In turn, the ARPA grant will now be used to pay for Fire Services, freeing up General Fund dollars to pay for the approved capital projects. This shift does not increase any budget totals but simply reassigns existing funds to better align with federal reporting requirements and maximize compliance.

##### **B. Reallocate Capital Projects Budget to “Skyline Project” to Cover Required City Match for Roadway Improvement Grant.**

Our agreement with ADOT was recently amended to ensure that we have adequate funds in place to complete the Skyline Project, a priority capital initiative involving roadway improvements. Based on 99% design completion, there was potential shortfall of approximately \$500,000. The Town was able to obtain Surface Transportation Block Grant [STBG] funds to cover that cost, but there is a match requirement of \$30,223.

To meet this new match requirement and ensure the project remains on schedule, staff recommend reallocating funds from the Capital Projects Fund to the Skyline Project line item. Sufficient capacity exists within the Capital Projects Fund from uncommitted budgeted amounts, allowing this adjustment without adversely affecting other planned projects. This amendment does not increase the total approved budget.

**E.2 Discussion and/or Action [Dr. Jim Johnson/Manager Harvey/Town Attorney]: Initiating land use designation changes to legally identify and properly designate Town real property as public right-of-way for the multi-use pathway and Skyline Drive improvement projects.** Staff seek authorization to proceed with land use designation changes which will require preparation of an ordinance/s to properly dedicate the necessary property as public right-of-way with utilities. The affected parcels are portions of Cochise County Assessor's Parcel Nos. 106-47-049A, 106-47-057A, and 106-47-149B. A map with specific descriptions of the affected parcels is included in the meeting packet.

**E.3 Discussion and/or Action [Gerald Hursh/Manager Harvey]: Approval of the Town's Title VI Plan for its transportation services.** As a recipient of federal transportation grant funds, the Town must adopt a plan that prohibits discrimination based on race, color, or national origin, and must provide, among other things, a means for members of the public to file complaints and obtain relief.

**E.4 Discussion and/or Action [Manager Harvey]: Presentation of the highlights and takeaways from the Town's first Strategic Planning Retreat held April 1, 2025.** This will include sharing council members' individual comments and suggestions for the Town's strategic direction. The Council might schedule a work session to discuss a potential plan of action to implement suggested courses of action over the next few years.

## **F. Reports of Current Events by Council**

## **G. Adjournment**

Posted at 5:00 PM on April \_\_, 2025, at the following locations:

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

*Ms. Brandye Thorpe*

Town Clerk

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