



# TOWN OF HUACHUCA CITY

The Sunset City

## HUACHUCA CITY TOWN COUNCIL MEETING NOTICE

**Thursday, April 23, 2026, 6:00 pm**

**COUNCIL CHAMBERS**

**500 N. GONZALES BLVD.**

**HUACHUCA CITY, AZ 85616**

**The meeting room will be open by 5:30 PM**

### 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 April 9, 2026.
- 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 [Attorney Benavidez and Special Counsel Steve Wene]: Executive [closed] session, pursuant to A.R.S. 38-431.03 (A)(3) & (4), for legal advice and to direct the attorneys concerning the litigation over the Town's water rights, *In re the General Adjudication of All Rights to Use Water in the Gila River System and Source*, Case No. W-1, W2, W-3, and W-4 (AKA the "Gila Adjudication"). The Town, along with several other parties, is defending its water rights claims in this litigation pending in Maricopa County Superior Court. Following the executive session, the Council is expected to give directions to the attorneys, possibly including authorization to appeal the trial court's rulings.**

**E.2 Discussion and/or Action [Suzanne Harvey/Chief Berry]: Update on the Skyline Rd. improvement project and road closures.**

**E.3 Discussion and/or Action [Attorney Benavidez and Zoning Official Dr. Jim Johnson]: Presentation concerning the need to update the Town's General [land use] Plan. The Town's General Plan must be reviewed and updated every ten years. Staff will seek the Council's direction regarding optional elements for consideration and possible inclusion in the updated plan. The process for updating the plan will also be discussed, including the public outreach process.**

**E.4 Discussion and/or Action [Suzanne Harvey]: The owner of Cochise County parcel number 10647152U has approached the Town Manager with an offer to sell the portion of what's known as "Mustang Road" that traverses her property. Staff seeks direction from Council as to whether to pursue negotiations or reject the offer. It's possible the Council will enter into executive [closed] session, pursuant to A.R.S. 38-431.03 (A)(3) & (4), for legal advice and to direct the attorney concerning the Council's position on the offer.**

**E.5 Discussion and/or Action [Suzanne Harvey]:** Approval of Amendment No. 3 to the intergovernmental agreement with the Arizona Department of Corrections for inmate labor. The Town has been using inmate labor for a number of years. This amendment would extend the agreement for another year.

**E.6 Discussion and/or Action [Mayor Wallace]:** The Council will discuss whether to narrow the scope of calls to the public to issues that are within the jurisdiction and authority of the Mayor and Council. Pursuant to A.R.S. 38-431.01(I), the Council has been inviting and receiving open comments from the public during its meetings, however the statute limits such comments to issues within the jurisdiction of the Council. The Council might direct staff to change the standard Council agenda language to clarify and emphasize the permissible scope of open calls to the public.

**E.7 Discussion and/or Action [Suzanne Harvey]:** Amendment to the shuttle services Intergovernmental Support Agreement with the Ft. Huachuca Army Garrison. The Town has been providing shuttle services on the Army Base, and the demand for those services has increased. Council is asked to approve the proposed amendment which would increase services and revenue by approximately twenty percent.

**E.8 Discussion and/or Action [Suzanne Harvey]:** Approval to purchase fireworks for the Town’s annual Fourth of July event.

**E.9 Discussion and/or Action [Mayor Wallace]:** Second reading- Ordinance No. 2026-05 -- AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL, AMENDING THE TOWN CODE TITLE 3 “REVENUE AND FINANCE,” CHAPTER 3.05 “PROCUREMENT AND INVESTMENT,” TO ADOPT CHANGES TO PROCUREMENT REQUIREMENTS AND PROCEDURES BY SHIFTING RESPONSIBILITIES FROM THE TOWN CLERK TO THE TOWN MANAGER AND RAISING THE DOLLAR AMOUNT THRESHOLDS FOR THE VARIOUS PROCUREMENT METHODS.

**E.10 Discussion and/or Action [Mayor Wallace]:** PROCLAMATION NO. 2026-08 -- A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, DECLARING THE MONTH OF APRIL, 2026, AS FAIR HOUSING MONTH IN THE TOWN OF HUACHUCA CITY.

**E.11 Discussion and/or Action [Mayor Wallace]:** PROCLAMATION NO. 2026-09 -- A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, DECLARING APRIL 24, 2026, AS ARBOR DAY IN THE TOWN OF HUACHUCA CITY.

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

**G. Adjournment**

Posted at 5:00 PM on April \_\_, 2026, 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

500 N. Gonzales Blvd, Huachuca City, AZ 85616 | Office: 520-456-1354 | Fax: 520-456-2230 | TTY: 520-456-1353

Website: <https://www.huachucacityaz.gov> | Facebook: <https://fb.me/HuachucaCityAZ>

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*Ms. Brandy 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.



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
April 9, 2026 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, Nallely Arreola (online), Cynthia Butterworth, Geovona Thompson, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

**Absent:** Danielle Cardella (arrived to meeting at 6:04pm), Debra Trate

- c. Invocation- Given by: Rajan Zed, President, Universal Society of Hinduism

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**B. Call to the Public – Mayor**

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Mayor Wallace recognizes Mr. Newcomb. He reminds Mr. Newcomb of the three minute time limit.  
Mr. Newcomb speaks.

### **C. Consent Agenda - Mayor**

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C.1 Consider approval of the Minutes of the Regular Council Meeting held on March 26, 2026.

C.2 Consider approval of the Payment Approval Report.

**Motion: Items listed on the Consent Agenda Action: Open for discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.**

**Motion:** Approval of the items on the Consent Agenda, **Action:** Approve, **moved by** Johann Wallace, **Seconded by Cynthia Butterworth.**

Motion passed unanimously.

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

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**E.1 Discussion and/or Action [Mayor Wallace]: Presentation of “years of service” awards to members of Town staff.**

**Motion: Item E.1 Action: Open for discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.**

Mayor Wallace presents years of service certificates and pins to staff that has been with the Town for 2 years, 5 years, 10 years and 15 years.

**E.2 Discussion and/or Action [Suzanne Harvey/Jennifer Frank]: Presentation and approval of the financial audit results for the Town's 2024-25 fiscal year. All Town fund balances, revenues, expenses, and financial procedures may be discussed.**

**Motion: Item E.2 Action: Open for discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.**

**Jennifer Frank:**

Alright, I know I like try to keep these brief 'cause I know you're busy, so stop me if you have questions along the way.

The first item I'm gonna cover are your audit reports.

So you have three separate reports in your financial statements.

The first one is your independent auditors report.

Happy to report you had an unmodified clean opinion again this year.

And towards the back of your financial statements, you have your report on internal control over financial reporting. And on compliance.

And again, super happy to report there were no material weaknesses or significant deficiencies that we noted during the audit. So that is excellent.

And then the very last report is your state legal compliance report.

That's that perf St. Funds report that we have to issue. And again we had an unmodified opinion there as well.

So really good reports all around.

OK.

The next couple slides are kind of covering the government as a whole. So you know the enterprise funds, the governmental funds, everything combined.

So your total net position, your equity was at 12.3 almost 12.4 million at June 30.

I've got some page numbers on here for that relate to the financial statements.

There's some nice condensed comparative statements on page nine and on page 10 that you.

That kind of give you a quick overview.

Equity is always a good number to watch. It will tell you the health, the financial health of the town, whether it's improving or deteriorating.

So net position, your equity increased by 330,333 thousand during fiscal year 25 of that the net position of governmental activities.

So your governmental funds increased 544,000 and the business type activities, so your utility funds decreased by 211,000.

Capital asset, so your governmental type capital assets increased by a little over 3 million. A lot of that is related to the Skyline project.

And business type capital assets decreased by the amount of depreciation. So we didn't have any additions in 2025.

So it was just a decrease of depreciation expense.

Long term debt.

So governmental type governmental long term debt was at 892,000.

The breakdown is right there. Compensated absences at 40 net pension liability was at 5:16.

The tax bonds the tax revenue bonds were at 269 and notes payable, which was the new notes payable for the police vehicle I believe was at 67,000.

So overall there was a decrease or I'm sorry, a slight increase of 26,000.

In 2025.

Business types are your utility funds. Your long term debt was 5.1 million of that 1.3 million is notes payable, 18,000 in compensated absences. And then the big one is the landfill closure post closure liability, which was at 3.8 million.

So the long term debt for the business hype activities increased 110,000.

OK, five year trends.

These are my favorite.

These ones are looking at the funds, some specific funds individually they were on governmental accounting basis for your governmental funds, which means they exclude long term liabilities and long term assets.

So you'll see.

Everything kind of righted itself in 2024.

When there was the the amount due to landfill fund was written off.

In 2024, so that very top line for 24 and 25 is the total assets.

The line right below that is the equity of the fund, the General Fund which came in at 785,000 and the bottom pink line is the liabilities which were at 411,000.

So there and so if you look once 2024, those transfers, I mean those do 2 funds were written off our lines got themselves in order and then we're seeing a slight increase between 24 and 25.

So that's a positive trend there.

This is the general fund cash trend. So there was no restricted cash balances in this.

There is 746,000 in cash at June 2025.

So you'll see we had kind of 21 through 23, they were running between 160 and 250,000 and then we popped up in 24 and 25.

So a positive cash trend.

Revenue and expenditures. So a governmental fund.

Doesn't have a profit motive right.

It's there to provide services to the public, so there's expectation with a governmental fund that there's going to be years where revenues exceed expenditures and then they'll crisscross periodically and expenses will outpace revenues.

This usually relates to funds being set aside for, you know, capital improvements and things like that. Revenue will be up higher in those years. And then when those funds are actually spent.

The expenses will.

Exceed revenues. So for 2025, revenues increased over all 394,000 from the prior year, which I'm excluding that transfer that to write off the liability.

The largest increase was the charges for services of 511,000 and Suzanne.

Correct me if I'm wrong, but those are the Fort Huachuca contracts, correct?

OK.

Expenses saw increases from prior year of 376,000.

So revenue increases outpace the expense increases, which is always positive and that increase was also primarily related to the Fort Huachuca contracts. So you'll see the revenue line that very top blue line has been pretty consistent over the past five years. Expenses were running pretty low from 21 to 23 and then 2024 and 2025. We saw some of those funds actually start being expended.

So that's good when you have restricted funds, you want to use them first for eligible projects. To free up unrestricted funds.

That is a good trend.

This is the cash that's sitting in the curves fund.

So this is restricted for the streets.

Related projects expenses, it's been pretty consistent over the past five years. Overall, if you're just comparing 2021 to 2025, there's been about 11% increase over the past five years in the cash balance, but pretty stable there.

Other governmental funds.

So this is all the other governmental funds, the special revenue funds, grant related funds. And so in 2024 there was that big spike.

And this is fund balance.

There was a big spike in fund balance that was related to the funding that was received for the Skyline project. And so in 2025.

Here's the revenue. Expenses. Nope, that's water.

In 2025, those funds were spent down right. A lot of the Skyline project was completed during 2025 and those expenses were incurred.

So now it's kind of back to being pretty comparable to 2022.

OK, enterprise funds.

These ones are full accrual, so they have all the long term assets and liabilities on the books. The water fund, total revenue and expense so with with enterprise funds, our expectation is that they are going to show net income most years.

Because you want the users of the service to cover the cost of the service, and there's things that you have to plan for, right?

Because utility funds have major infrastructure requirements, major equipment requirements. So the expectation is that revenue is going to accumulate, so that those improvements can be made down the road.

For the water fund in 2025, it showed revenues in excess of expenditures of 2600, and so the lines between 24 and 25, the revenue and expense lines got pretty close together.

So that's something to keep an eye on.

This is the water fund cash trend.

So 129 and 2021, it's up to 335 in 2025.

So that's a positive trend.

Sewer fund. So if you'll remember, back in 2022 there were the costs related to those environmental remediation costs with capping those sewer ponds. And so that's why you're seeing that big expense spike in 2022.

It kind of regulated itself back down into 2023 and has stayed pretty consistent the last three years.

So for 2025, the sewer fund had net income of 29,000.

And our cash trends pretty, pretty consistent.

We've had kind of a nice little upward trend there, so that's good to see on the sewer fund.

Sanitation.

So sanitation, I know that's an outsourced function.

For the town.

So for 2025, expenses exceeded revenues by 6400 just under 6500. So here is our cash trend for the sanitation fund. We saw that drop between 23 and 24 and I believe that's going back to the landfill fund if I remember right, which we should be able to see on the next slide.

And so it's it stayed pretty level between 24 and 25.

Landfill. OK, landfill.

So landfill in prior years had been you know had had loaned money and stuff to the to the other funds.

And so that's why in 2024, the Council decided to just book transfers to eliminate those interfund payables.

And receivables?

So that's why you see that big spike in 2024 and expenses.

For 2025.

There was.

Trying to find the right number here.

So expenses totaled one just under 1.9 million. Revenues were 1.6 million.

So it did show a net loss and that trend kind of started in 2022.

So like the major expenditures the landfill has, you know they paid the rent to the general fund at 552,000 every year.

There's also the adjustment to the closure post closure liability and so that results in expense every year.

For 2025, there was 197, an expense related to that depreciation expense of 132,000.

Obviously landfill fund is very capital heavy.

And then repairs and maintenance saw a pretty big jump in 2025 of 123,000 this year. This is our cash transfer. Landfill has the restricted cash. So it's cash that's set aside for those closure post closure costs and that's in line with an agreement with addic.

So for 2025, the restricted cash is 2.8 just under 2.9 million. And so that left unrestricted cash of 10,000.

I am going to point you and I will give you a page number here.

Let me find it here.

I'm gonna point you to the statement of cash flows in the financial statement and it's going to be on page 27 and I can put it on the screen if you'd like. Or you can look at it on your side, whichever you want to do. So one thing that I always like to look at on the statement of cash flows for the proprietary funds is that first section is your cash flow from operating activities. So when I'm looking at the health of a fund, first thing I do is look to see is the are the revenues covering the operations, right? And so that's just.

Suppliers, employees and and charges coming in from customers.

So that net cash flow from operating activities, you see water, sewer, they're covering that sanitation, but we Suzanne talked to already.

What the the issue was there and landfill, but then with proprietary funds you have to consider what are going to be the future capital requirements, what infrastructure is going to need to be put in, what equipment is necessary for the operation of that service.

And so that's something you want to plan for.

And that's something you want to plan for.

So you want to start or ensure that you are setting aside sufficient funds for those requirements. And so ideally, we would like to see. Those numbers higher.

On the cash flows from operating so that those funds are starting to get set aside and and prepared.

So I think that was my note there.

So, ideally proprietary funds, you want them to be self-sustaining, right?

You want the users of the service to pay for the service and whatever those requirements are. So that's just something to keep in mind.

Mayor Wallace: All right, so there you go. I just wanted to say this is a good audit.

There are a few things there, but it's a good audit. It's actually an excellent audit and I wanted to very quickly thank Ruben, Elizabeth and all the department heads because things like this happen because of Council's direction and then the execution of the staff and always being cognizant that the money that we're spending is not ours and so we have to make the best use of it and I just think that the department heads work really hard to make sure that we are making the best use of it. So thank you to the Council and thank you to the staff and we got to keep doing it.

**Motion: The results of the audit for the Town's 2024 and 2025 fiscal year Action: Accept, moved by Johann Wallace, Seconded by Christy Hirshberg.**

**Motion passed unanimously.**

**E.3 Discussion and/or Action [Suzanne Harvey]: Approval of a Lions' Club proposal for a rock garden/path project in Leffingwell Park.**

**Motion: Item E.3 Action: Open for discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.**

Manager Harvey describes that this would be a collaboration between the Lion's Club, Huachuca City School and the Town. The Town will spend approximately \$800.00 to extend the sidewalk between the School and the Library using edging and millings and the school children will paint rocks to line that path with.

**Motion: The proposal for a rock garden/path in Leffingwell Park Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth.**

**Motion passed unanimously.**

**E.4 Discussion and/or Action [Suzanne Harvey/Stephen Sherwood]: Presentation of a plan for the trees on Town property.**

**Motion: Item E.4 Action: Open for discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.**

Stephen Sherwood outlines his plan for the trees in Leffingwell park, including which trees need to be removed and the types of trees that should be purchased and planted. Council would also like to see some trees planted at Hunt Park.

**E.5 Discussion and/or Action [Mayor Wallace]: Ordinance No. 2026-05 -- AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL, AMENDING THE TOWN CODE TITLE 3 "REVENUE AND FINANCE," CHAPTER 3.05 "PROCUREMENT AND INVESTMENT," TO ADOPT CHANGES TO PROCUREMENT REQUIREMENTS AND PROCEDURES BY SHIFTING RESPONSIBILITIES FROM THE TOWN CLERK TO THE TOWN MANAGER AND RAISING THE DOLLAR AMOUNT THRESHOLDS FOR THE VARIOUS PROCUREMENT METHODS.**

**Motion: Item E.5 Action: Open for discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.**

No action taken, this is the first reading.

**E.6 Discussion and/or Action [Mayor Wallace]: PROCLAMATION NO. 2026-06 -- A PROCLAMATION OF THE MAYOR, DECLARING THE WEEK OF APRIL 11 - 17, 2026, AS "WEEK OF THE YOUNG CHILD" IN THE TOWN OF HUACHUCA CITY.**

**Motion: Item E.6 Action: Open for discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.**

**E.7 Discussion and/or Action [Mayor Wallace]: PROCLAMATION NO. 2026-07 -- A PROCLAMATION OF THE MAYOR, DECLARING THE WEEK OF APRIL 19 - 25, 2026, AS "LIBRARY WEEK" IN THE TOWN OF HUACHUCA CITY.**

**Motion: Item E.7 Action: Open for discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.**

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

**Councilmember Butterworth-** We have food distribution on 3rd Friday every month, so that'll be coming up and it's always people are invited to come and volunteer just two hours. 7:00 volunteers to show up and you know, stay as long as you can help prepare bag stuff up. And then when we start having cars come through, it's slowly stepping the cars. So we have the MPO meeting at the end of this month, and hopefully maybe, possibly I can get some information about the park system.

**Councilmember Cardella-**

**Councilmember Trate-**

**Mayor ProTem Hirshberg-** I have circus tickets for sale. If anybody needs tickets and if you know of somebody who would like their child to go and do not have the funding or availability and get a ticket, I do have some people who have donated some tickets to me, so get ahold of me for that.

Umm, we need people to run for mayor and City Council.

And I will be at the SPMPO and the food distribution.

Councilmember Arreola- Remember to go fill out the tickets for your kids to win a free ticket for the circus at the library.

Councilmember Thompson- I did participate in the Easter egg hunt this year, which it was a very great event and I feel like it was even better this year than it was last year.

Unfortunately, we had a very, very low turn out for it. And that's exactly kind of something that I notice is that I didn't see a flyer for it until the day before. The kids that did show up there, I think there was maybe 20, maybe 20 kids. There was not very many. Some of the older kids were walking away with over 100 eggs. It was a large amount of eggs for some of these kids to have, but I do think that the event turned out really well. The BBQ which was great. And you know, there was free food for everyone. I also intend on going to the circus. I'll take my son. I guess I'll take him, but yeah, I'm really looking forward to that as well. And I have noticed a lot of advertisement for that. So I'm hoping there'll be a good turn out for that as well.

Mayor Wallace- Yeah, circus. Looking forward to that. So looking forward to that, actually I really look forward to it. I'm gonna try to convince my kids to get his face painted again. Like Spider-Man. Do it before and after 'cause I have that picture from the last time the circus was here, just smaller, so I don't think he's gonna go for it. But yeah, looking forward to that. I do want to say so this this wasn't a mayor thing I went to, but I still need to kind of give a shout out. So I went to the Sierra Vista City Council meeting. Started at 5. They're doing something for water wise, so every year they have a water wise art contest, sponsored with, you know they do this in partnership with the University of Arizona Walker Extension. Usually it's only Sierra Vista that they've done. This is the first year they actually went county wide. Right. And it was really cool. But the reason why I want to mention this is school had a really good showing. That's all of winners. First, second, and then honorable mention. So Huachuca City School did a great job with a lot of kids here winning this county wide, you know, water wise art contest. So very, very much kudos to our little artists over at that school.

## 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 April 23, 2026.

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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 April 9, 2026. I further certify that the meeting was duly called and a quorum was present.

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Ms. Brandye Thorpe,  
Town Clerk

Report Criteria:

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
<b>Alicia Pellegrin</b>							
10590	Alicia Pellegrin	09/12/202501	Phychological evaluation for new	09/12/2025	290.00	290.00	10-51-465
Total Alicia Pellegrin:					290.00	290.00	
<b>AMCS Group, Inc.</b>							
3128	AMCS Group, Inc.	MAR 2026	Support Contract	04/07/2026	481.66	481.66	55-40-483
Total AMCS Group, Inc.:					481.66	481.66	
<b>AMRRP WC</b>							
10451	AMRRP WC	1/1/26-3/31/26	WC Premium Quarterly	04/15/2026	7,066.82	7,066.82	10-22250
Total AMRRP WC:					7,066.82	7,066.82	
<b>Angelica Bauccho</b>							
10921	Angelica Bauccho	04022026	water Refund	04/08/2026	44.72	44.72	51-21350
10921	Angelica Bauccho	04022026	Sewer Refund	04/08/2026	25.00	25.00	52-21350
Total Angelica Bauccho:					69.72	69.72	
<b>Arizona Business Equipment</b>							
10455	Arizona Business Equipment	AR52358	Printing AD	04/01/2026	27.90	27.90	10-43-300
10455	Arizona Business Equipment	AR52358	Printing PD	04/01/2026	45.52	45.52	10-51-295
10455	Arizona Business Equipment	AR52358	Printing LB	04/01/2026	183.05	183.05	10-62-300
10455	Arizona Business Equipment	AR52358	Printing Water	04/01/2026	69.75	69.75	51-40-300
10455	Arizona Business Equipment	AR52358	Printing Sewer	04/01/2026	69.75	69.75	52-40-300
10455	Arizona Business Equipment	AR52358	Printing LF	04/01/2026	198.79	198.79	55-40-300
Total Arizona Business Equipment:					594.76	594.76	
<b>AZ Department of Corrections Labor</b>							
1315	AZ Department of Corrections Lab	D082239 2026	Labor AD	03/31/2026	22.50	22.50	10-43-366
1315	AZ Department of Corrections Lab	D082239 2026	Labor PD	03/31/2026	2.50	2.50	10-51-366
1315	AZ Department of Corrections Lab	D082239 2026	Labor PW	03/31/2026	2.50	2.50	10-57-366
1315	AZ Department of Corrections Lab	D082239 2026	Labor Water	03/31/2026	11.25	11.25	51-40-366
1315	AZ Department of Corrections Lab	D082239 2026	Labor Sewer	03/31/2026	11.25	11.25	52-40-366
1315	AZ Department of Corrections Lab	D082239 2026	Labor LF	03/31/2026	25.00	25.00	55-40-366
Total AZ Department of Corrections Labor:					75.00	75.00	
<b>AZ Department of Corrections Mileage</b>							
10743	AZ Department of Corrections Mil	D084583 2026	Mileage- AD	03/30/2026	215.47	215.47	10-43-366
10743	AZ Department of Corrections Mil	D084601 2026	Mileage- AD	04/14/2026	161.60	161.60	10-43-366
10743	AZ Department of Corrections Mil	D084583 2026	Mileage- PD	03/30/2026	23.94	23.94	10-51-366
10743	AZ Department of Corrections Mil	D084601 2026	Mileage- PD	04/14/2026	17.96	17.96	10-51-366
10743	AZ Department of Corrections Mil	D084583 2026	Mileage- PW	03/30/2026	23.94	23.94	10-57-366
10743	AZ Department of Corrections Mil	D084601 2026	Mileage- PW	04/14/2026	17.96	17.96	10-57-366
10743	AZ Department of Corrections Mil	D084583 2026	Mileage- Water	03/30/2026	107.74	107.74	51-40-366
10743	AZ Department of Corrections Mil	D084601 2026	Mileage- Water	04/14/2026	80.80	80.80	51-40-366
10743	AZ Department of Corrections Mil	D084583 2026	Mileage- Sewer	03/30/2026	107.74	107.74	52-40-366
10743	AZ Department of Corrections Mil	D084601 2026	Mileage- Sewer	04/14/2026	80.80	80.80	52-40-366

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
10743	AZ Department of Corrections Mil	D084583 2026	Mileage- LF	03/30/2026	239.41	239.41	55-40-366
10743	AZ Department of Corrections Mil	D084601 2026	Mileage- LF	04/14/2026	359.12	359.12	55-40-366
Total AZ Department of Corrections Mileage:					1,436.48	1,436.48	
<b>AZ Department of Environmental Quality</b>							
10472	AZ Department of Environmental	0000448606X	LNF Landfill	04/01/2026	5,216.80	5,216.80	55-40-516
Total AZ Department of Environmental Quality:					5,216.80	5,216.80	
<b>Az State Treasurer</b>							
1274	Az State Treasurer	698	Monthly Conversion	04/06/2026	5,175.42	5,175.42	20-40-200
Total Az State Treasurer:					5,175.42	5,175.42	
<b>Caselle, Inc</b>							
1745	Caselle, Inc	INV-17814	Contract Support and Maintenanc	04/01/2026	1,602.71	1,602.71	10-48-210
1745	Caselle, Inc	INV-17814	Software License- Water	04/01/2026	89.04	89.04	51-40-480
1745	Caselle, Inc	INV-17814	Software License- Sewer	04/01/2026	96.16	96.16	52-40-480
1745	Caselle, Inc	INV-17814	Software License- LF	04/01/2026	113.97	113.97	55-40-480
Total Caselle, Inc:					1,901.88	1,901.88	
<b>Cintas Corporation No. 445</b>							
10067	Cintas Corporation No. 445	4264193116	Office Supplies	03/30/2026	17.22	17.22	10-43-460
10067	Cintas Corporation No. 445	4264985130	Office Supplies	04/06/2026	31.32	31.32	10-43-460
10067	Cintas Corporation No. 445	4265711830	Office Supplies	04/13/2026	17.22	17.22	10-43-460
10067	Cintas Corporation No. 445	4264193116	Uniforms- PW	03/30/2026	2.04	2.04	10-57-410
10067	Cintas Corporation No. 445	4264193147	Uniforms- PW	03/30/2026	5.58	5.58	10-57-410
10067	Cintas Corporation No. 445	4264985074	Uniforms- PW	04/06/2026	5.58	5.58	10-57-410
10067	Cintas Corporation No. 445	4264985130	Uniforms- PW	04/06/2026	2.06	2.06	10-57-410
10067	Cintas Corporation No. 445	4265711830	Uniforms- PW	04/13/2026	2.04	2.04	10-57-410
10067	Cintas Corporation No. 445	4265711889	Uniforms- PW	04/13/2026	5.58	5.58	10-57-410
10067	Cintas Corporation No. 445	4264193116	Uniforms- Road User	03/30/2026	6.12	6.12	23-40-410
10067	Cintas Corporation No. 445	4264193147	Uniforms- Road User	03/30/2026	16.73	16.73	23-40-410
10067	Cintas Corporation No. 445	4264985074	Uniforms- Road User	04/06/2026	16.73	16.73	23-40-410
10067	Cintas Corporation No. 445	4264985130	Uniforms- Road User	04/06/2026	6.17	6.17	23-40-410
10067	Cintas Corporation No. 445	4265711830	Uniforms- Road User	04/13/2026	6.12	6.12	23-40-410
10067	Cintas Corporation No. 445	4265711889	Uniforms- Road User	04/13/2026	16.73	16.73	23-40-410
10067	Cintas Corporation No. 445	4264193116	Uniforms- Water	03/30/2026	6.12	6.12	51-40-410
10067	Cintas Corporation No. 445	4264193147	Uniforms- Water	03/30/2026	16.73	16.73	51-40-410
10067	Cintas Corporation No. 445	4264985074	Uniforms- Water	04/06/2026	16.73	16.73	51-40-410
10067	Cintas Corporation No. 445	4265711830	Uniforms- Water	04/13/2026	6.12	6.12	51-40-410
10067	Cintas Corporation No. 445	4265711889	Uniforms- Water	04/13/2026	16.73	16.73	51-40-410
10067	Cintas Corporation No. 445	4264193116	Uniforms- Sewer	03/30/2026	6.12	6.12	52-40-410
10067	Cintas Corporation No. 445	4264193147	Uniforms- Sewer	03/30/2026	16.73	16.73	52-40-410
10067	Cintas Corporation No. 445	4264985074	Uniforms- Sewer	04/06/2026	16.73	16.73	52-40-410
10067	Cintas Corporation No. 445	4264985130	Uniforms- Sewer	04/06/2026	6.17	6.17	52-40-410
10067	Cintas Corporation No. 445	4264985130	Uniforms- Sewer	04/06/2026	6.17	6.17	52-40-410
10067	Cintas Corporation No. 445	4265711830	Uniforms- Sewer	04/13/2026	6.12	6.12	52-40-410
10067	Cintas Corporation No. 445	4265711889	Uniforms- Sewer	04/13/2026	16.73	16.73	52-40-410
10067	Cintas Corporation No. 445	4264193144	Landfill Supplies	03/30/2026	6.66	6.66	55-40-290
10067	Cintas Corporation No. 445	4264985095	Landfill Supplies	04/06/2026	6.66	6.66	55-40-290
10067	Cintas Corporation No. 445	4265711874	Landfill Supplies	04/13/2026	6.66	6.66	55-40-290
10067	Cintas Corporation No. 445	4264193116	Uniforms- LF	03/30/2026	61.83	61.83	55-40-410
10067	Cintas Corporation No. 445	4264193144	Landfill Uniforms	03/30/2026	44.24	44.24	55-40-410
10067	Cintas Corporation No. 445	4264193147	Uniforms- LF	03/30/2026	33.79	33.79	55-40-410

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
10067	Cintas Corporation No. 445	4264985074	Uniforms- LF	04/06/2026	33.79	33.79	55-40-410
10067	Cintas Corporation No. 445	4264985095	Landfill Uniforms	04/06/2026	44.24	44.24	55-40-410
10067	Cintas Corporation No. 445	4264985130	Uniforms- LF	04/06/2026	62.06	62.06	55-40-410
10067	Cintas Corporation No. 445	4265711830	Uniforms- LF	04/13/2026	61.83	61.83	55-40-410
10067	Cintas Corporation No. 445	4265711874	Landfill Uniforms	04/13/2026	44.24	44.24	55-40-410
10067	Cintas Corporation No. 445	4265711889	Landfill Uniforms	04/13/2026	33.79	33.79	55-40-410
Total Cintas Corporation No. 445:					734.23	734.23	
<b>City of Sierra Vista</b>							
1702	City of Sierra Vista	5807	Fuel PD	04/07/2026	1,021.84	1,021.84	10-51-475
1702	City of Sierra Vista	5807	Fuel PW	04/07/2026	25.66	25.66	10-57-475
1702	City of Sierra Vista	5807	Fuel HC	04/07/2026	212.14	212.14	10-65-475
1702	City of Sierra Vista	5807	Fuel Water	04/07/2026	38.50	38.50	51-40-475
1702	City of Sierra Vista	5807	Fuel Sewer	04/07/2026	64.16	64.16	52-40-475
1702	City of Sierra Vista	5807	Fuel Post Bus	04/07/2026	1,421.61	1,421.61	65-40-475
Total City of Sierra Vista:					2,783.91	2,783.91	
<b>Cochise County Treasurer</b>							
1867	Cochise County Treasurer	697	Monthly Court Conversion	04/06/2026	36.34	36.34	20-40-200
Total Cochise County Treasurer:					36.34	36.34	
<b>COX Business</b>							
10695	COX Business	8301-4/1/26	Internet Town Hall	04/01/2026	1,000.00	1,000.00	10-48-481
10695	COX Business	8601-4/1/26	Library Internet-Erate	04/01/2026	200.00	200.00	10-62-481
Total COX Business:					1,200.00	1,200.00	
<b>DES-Unemployment Tax</b>							
1257	DES-Unemployment Tax	3/31/26	11481006/Unemployment Tax	04/06/2026	55.08	55.08	10-22410
Total DES-Unemployment Tax:					55.08	55.08	
<b>Empire Southwest, LLC</b>							
2220	Empire Southwest, LLC	EMPS7383879	engine air filters for the 613c scra	04/01/2026	268.00	268.00	55-40-610
2220	Empire Southwest, LLC	EMPS7383879	belt for D6	04/01/2026	121.30	121.30	55-40-610
Total Empire Southwest, LLC:					389.30	389.30	
<b>ESG Corp</b>							
10787	ESG Corp	48470	COBRA Monthly	04/10/2026	42.20	42.20	10-43-122
Total ESG Corp:					42.20	42.20	
<b>General Fund(Trust)</b>							
2364	General Fund(Trust)	699	Monthly Conversion	04/06/2026	5,893.83	5,893.83	20-40-200
Total General Fund(Trust):					5,893.83	5,893.83	
<b>Grainger, Inc</b>							
2431	Grainger, Inc	9800068539	Sight Glasses for Wells.	02/09/2026	75.08	75.08	51-40-460
Total Grainger, Inc:					75.08	75.08	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
<b>Granite Venture Management LLC</b>							
10923	Granite Venture Management LLC	04142026	Water Refund	04/14/2026	34.37	34.37	51-21350
10923	Granite Venture Management LLC	04142026	Sewer Refund	04/14/2026	25.00	25.00	52-21350
Total Granite Venture Management LLC:					59.37	59.37	
<b>Jack Furrier Tire &amp; Auto Care</b>							
10395	Jack Furrier Tire & Auto Care	327923	A/C check	10/14/2025	49.99	49.99	10-51-470
10395	Jack Furrier Tire & Auto Care	327923	AC Evac & recharge R134A	10/14/2025	149.99	149.99	10-51-470
10395	Jack Furrier Tire & Auto Care	327923	High side Schrader Valve	10/14/2025	7.99	7.99	10-51-470
10395	Jack Furrier Tire & Auto Care	327923	Freon Enviro Safe 134A	10/14/2025	63.98	63.98	10-51-470
10395	Jack Furrier Tire & Auto Care	327923	Uni AC dye	10/14/2025	9.99	9.99	10-51-470
10395	Jack Furrier Tire & Auto Care	327923	tax on labor and parts	10/14/2025	7.01	7.01	10-51-470
10395	Jack Furrier Tire & Auto Care	331250	Tires for Large Equipment D1	01/16/2026	625.08	625.08	23-40-610
10395	Jack Furrier Tire & Auto Care	330190	need 2 tires for Bus 2	12/11/2025	312.71	312.71	65-40-480
10395	Jack Furrier Tire & Auto Care	333827	Oil Change Bus 2 VIN #1FDXE45	03/26/2026	130.98	130.98	65-40-480
Total Jack Furrier Tire & Auto Care:					1,357.72	1,357.72	
<b>Jacob Dominguez</b>							
10922	Jacob Dominguez	04012026	Rental Deposit	04/01/2026	75.00	75.00	10-36-500
Total Jacob Dominguez:					75.00	75.00	
<b>Johnson Environmental Tech. Inc.</b>							
10673	Johnson Environmental Tech. Inc.	260325	Quarterly Monitoring	03/25/2026	2,060.00	2,060.00	55-40-855
Total Johnson Environmental Tech. Inc.:					2,060.00	2,060.00	
<b>July</b>							
10728	July	1116720	2Q 2026 Admin Fees	03/26/2026	600.00	600.00	10-43-122
Total July:					600.00	600.00	
<b>Legend Technical Services of Arizona Inc</b>							
10774	Legend Technical Services of Ariz	2605597	GW Monitoring	03/31/2026	636.00	636.00	52-40-702
10774	Legend Technical Services of Ariz	2606285	GW Monitoring	04/14/2026	138.00	138.00	52-40-702
Total Legend Technical Services of Arizona Inc:					774.00	774.00	
<b>Leslie's PoolMart, Inc.</b>							
2777	Leslie's PoolMart, Inc.	00649-01-0939	Chlorine and vacuum head	04/08/2026	321.45	321.45	10-58-460
Total Leslie's PoolMart, Inc.:					321.45	321.45	
<b>Lund, Ann</b>							
9971	Lund, Ann	03272026	Held court for Judge Barth	03/27/2026	150.00	150.00	10-45-250
Total Lund, Ann:					150.00	150.00	
<b>Mac's Towing LLC</b>							
9867	Mac's Towing LLC	10288	DR 260402-05 impound tow 02 C	04/02/2026	167.83	167.83	10-51-505
Total Mac's Towing LLC:					167.83	167.83	
<b>Perry Management Corporation</b>							
10800	Perry Management Corporation	THC24-018	Solide Waste Management Servic	01/31/2026	42,160.67	42,160.67	67-40-840

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
10800	Perry Management Corporation	THC24-022	Solide Waste Management Servic	02/28/2026	44,494.67	44,494.67	67-40-840
Total Perry Management Corporation:					86,655.34	86,655.34	
<b>Phoenix Welding Supply Co.</b>							
10011	Phoenix Welding Supply Co.	RI26031032	Cylinder Rental	03/31/2026	12.73	12.73	51-40-460
Total Phoenix Welding Supply Co.:					12.73	12.73	
<b>PITNEY BOWES BANK INC</b>							
3187	PITNEY BOWES BANK INC	3/17/26	Postage- Admin	03/17/2026	160.12	160.12	10-43-440
3187	PITNEY BOWES BANK INC	3/17/26	Postage- Water	03/17/2026	560.37	560.37	51-40-440
3187	PITNEY BOWES BANK INC	3/17/26	Postage- Sewer	03/17/2026	560.37	560.37	52-40-440
3187	PITNEY BOWES BANK INC	3/17/26	Postage- Landfill	03/17/2026	320.21	320.21	55-40-440
Total PITNEY BOWES BANK INC:					1,601.07	1,601.07	
<b>Principal Life Insurance Co</b>							
4121	Principal Life Insurance Co	4/1/26-4/30/26	Dental	03/18/2026	577.98	577.98	10-22510
4121	Principal Life Insurance Co	4/1/26-4/30/26	Life Insurance- Employee Benefit	03/18/2026	464.22	464.22	10-22530
4121	Principal Life Insurance Co	4/1/26-4/30/26	Vision	03/18/2026	127.69	127.69	10-22540
Total Principal Life Insurance Co:					1,169.89	1,169.89	
<b>Quest Diagnostics</b>							
1070	Quest Diagnostics	9220432155	New Hire Drug Test	03/26/2026	39.55	39.55	10-43-465
Total Quest Diagnostics:					39.55	39.55	
<b>Ruben A. Villa</b>							
4360	Ruben A. Villa	H-063-041226	Admin	04/12/2026	1,347.58	1,347.58	10-43-650
4360	Ruben A. Villa	H-063-041226	Magistrate	04/12/2026	112.33	112.33	10-45-650
4360	Ruben A. Villa	H-063-041226	Road User	04/12/2026	168.50	168.50	23-40-650
4360	Ruben A. Villa	H-063-041226	Water	04/12/2026	1,010.58	1,010.58	51-40-650
4360	Ruben A. Villa	H-063-041226	Sewer	04/12/2026	757.02	757.02	52-40-650
4360	Ruben A. Villa	H-063-041226	Landfill	04/12/2026	673.99	673.99	55-40-650
Total Ruben A. Villa:					4,070.00	4,070.00	
<b>S.S.V.E.C</b>							
3920	S.S.V.E.C	6101-4/7/26	Keeline Park	04/07/2026	44.00	44.00	10-60-340
3920	S.S.V.E.C	2500-4/7/26	Scales at Landfill	04/07/2026	70.26	70.26	55-40-340
3920	S.S.V.E.C	6800-4/7/26	Landfill	04/07/2026	860.48	860.48	55-40-340
Total S.S.V.E.C:					974.74	974.74	
<b>Senergy Petroleum LLC</b>							
10215	Senergy Petroleum LLC	415446645	DYED-ULSD #2	03/16/2026	29.73	29.73	10-57-476
10215	Senergy Petroleum LLC	415453493	DYED-ULSD #2	03/24/2026	32.07	32.07	10-57-476
10215	Senergy Petroleum LLC	415464396	DYED-ULSD #2	03/31/2026	32.49	32.49	10-57-476
10215	Senergy Petroleum LLC	415446645	DYED-ULSD #2	03/16/2026	133.80	133.80	51-40-476
10215	Senergy Petroleum LLC	415453493	DYED-ULSD #2	03/24/2026	144.30	144.30	51-40-476
10215	Senergy Petroleum LLC	415464396	DYED-ULSD #2	03/31/2026	146.23	146.23	51-40-476
10215	Senergy Petroleum LLC	415446645	DYED-ULSD #2	03/16/2026	133.79	133.79	52-40-476
10215	Senergy Petroleum LLC	415453493	DYED-ULSD #2	03/24/2026	144.30	144.30	52-40-476
10215	Senergy Petroleum LLC	415464396	DYED-ULSD #2	03/31/2026	146.23	146.23	52-40-476
10215	Senergy Petroleum LLC	415446645	DYED-ULSD #2	03/16/2026	2,675.85	2,675.85	55-40-476

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
10215	Senergy Petroleum LLC	415453493	DYED-ULSD #2	03/24/2026	2,886.02	2,886.02	55-40-476
10215	Senergy Petroleum LLC	415464396	DYED-ULSD #2	03/31/2026	2,924.50	2,924.50	55-40-476
Total Senergy Petroleum LLC:					9,429.31	9,429.31	
<b>Sharona Hursh</b>							
10920	Sharona Hursh	04132026	Per Diem - 1 Dinner	04/13/2026	20.00	20.00	10-62-660
Total Sharona Hursh:					20.00	20.00	
<b>Sierra Vista Fry Fire District</b>							
10600	Sierra Vista Fry Fire District	2026-033	FY26 Q3 Contract (minus per die	03/31/2026	116,250.00	116,250.00	10-53-360
Total Sierra Vista Fry Fire District:					116,250.00	116,250.00	
<b>Sierra Vista NAPA</b>							
3597	Sierra Vista NAPA	903868	Headlight Connection and Bulbs	11/05/2024	26.66	26.66	10-57-470
Total Sierra Vista NAPA:					26.66	26.66	
<b>Southwest Gas Corporation</b>							
3879	Southwest Gas Corporation	1686-4/2/26	Gas Utility- Town Hall	04/02/2026	126.47	126.47	10-43-340
3879	Southwest Gas Corporation	4214-4/2/26	Gas Utility- Fire Station	04/02/2026	179.38	179.38	10-53-340
3879	Southwest Gas Corporation	3971-4/2/26	Gas Utility- Community Center	04/02/2026	30.37	30.37	10-60-340
3879	Southwest Gas Corporation	9520-4/2/26	Gas Utility- Library	04/02/2026	121.90	121.90	10-62-340
3879	Southwest Gas Corporation	3972-4/2/26	Gas Utility- Senior Center	04/02/2026	38.89	38.89	10-68-340
Total Southwest Gas Corporation:					497.01	497.01	
<b>Squire</b>							
10914	Squire	291595	Audit Services-Final	03/31/2026	2,963.35	2,963.35	10-43-650
10914	Squire	291595	Audit Services	03/31/2026	247.02	247.02	10-45-650
10914	Squire	291595	Audit Services	03/31/2026	370.53	370.53	23-40-650
10914	Squire	291595	Audit Services	03/31/2026	2,222.29	2,222.29	51-40-650
10914	Squire	291595	Audit Services	03/31/2026	1,664.70	1,664.70	52-40-650
10914	Squire	291595	Audit Services	03/31/2026	1,482.11	1,482.11	55-40-650
Total Squire:					8,950.00	8,950.00	
<b>Struse Plumbing &amp; Air Inc</b>							
10307	Struse Plumbing & Air Inc	215604074	Scoping sewer main to determine	03/20/2026	480.00	480.00	52-40-460
Total Struse Plumbing & Air Inc:					480.00	480.00	
<b>SW Building Inspection Service</b>							
4025	SW Building Inspection Service	11072	Code Enforcement/Zoning	03/31/2026	4,725.00	4,725.00	10-54-360
4025	SW Building Inspection Service	11072	Council Meeting	03/31/2026	100.00	100.00	10-54-360
Total SW Building Inspection Service:					4,825.00	4,825.00	
<b>Terminix Western</b>							
10459	Terminix Western	94769552	Rat Bait Boxes-Town Hall	04/14/2026	11.50	11.50	10-43-462
10459	Terminix Western	94769869	Pest Control- Town Hall	04/14/2026	32.55	32.55	10-43-462
10459	Terminix Western	94769552	Rat Bait Boxes- Police	04/14/2026	11.50	11.50	10-51-462
10459	Terminix Western	94769869	Pest Control- Police	04/14/2026	32.56	32.56	10-51-462
10459	Terminix Western	94769552	Rat Bait Boxes- Fire	04/14/2026	11.50	11.50	10-53-462
10459	Terminix Western	94769869	Pest Control- Fire	04/14/2026	32.56	32.56	10-53-462

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
10459	Terminix Western	94769552	Rat Bait Boxes- Library	04/14/2026	11.50	11.50	10-62-462
10459	Terminix Western	94769869	Pest Control- Library	04/14/2026	32.56	32.56	10-62-462
10459	Terminix Western	94769552	Rat Bait Boxes- Senior Center	04/14/2026	11.50	11.50	10-68-462
10459	Terminix Western	94769869	Pest Control- Senior Center	04/14/2026	32.56	32.56	10-68-462
Total Terminix Western:					220.29	220.29	
<b>Waste Management of AZ</b>							
10207	Waste Management of AZ	0062830-1571-	Trash Service	04/01/2026	15,051.28	15,051.28	54-40-360
Total Waste Management of AZ:					15,051.28	15,051.28	
<b>Wells Fargo Remittance Center</b>							
4377	Wells Fargo Remittance Center	3/13/26	Sky Islands	03/13/2026	15.00	15.00	10-42-660
4377	Wells Fargo Remittance Center	3/13/26	Vistaprint	03/13/2026	34.38	34.38	10-43-300
4377	Wells Fargo Remittance Center	3/13/26	Office supplies	03/13/2026	202.73	202.73	10-43-460
4377	Wells Fargo Remittance Center	3/13/26	Walmart Dry erase Boards	03/13/2026	95.60	95.60	10-43-460
4377	Wells Fargo Remittance Center	3/13/26	Daily Finance Charges	03/13/2026	107.95	107.95	10-43-483
4377	Wells Fargo Remittance Center	3/13/26	Town Admin Training	03/13/2026	54.31	54.31	10-43-660
4377	Wells Fargo Remittance Center	3/13/26	Axon Taser Instructor	03/13/2026	895.00	895.00	10-51-660
4377	Wells Fargo Remittance Center	3/13/26	Restock of floor cleaner.	03/13/2026	107.96	107.96	10-57-460
4377	Wells Fargo Remittance Center	3/13/26	Oreilley Fuel Pump	03/13/2026	158.82	158.82	10-57-470
4377	Wells Fargo Remittance Center	3/13/26	Dry Wall and Dry Wall Putty	03/13/2026	190.23	190.23	10-57-500
4377	Wells Fargo Remittance Center	3/13/26	New faucet for the children's room	03/13/2026	52.94	52.94	10-57-500
4377	Wells Fargo Remittance Center	3/13/26	POW/MIA and Arizona Flags	03/13/2026	246.09	246.09	10-57-500
4377	Wells Fargo Remittance Center	3/13/26	Pole saw and chains.	03/13/2026	172.77	172.77	10-60-460
4377	Wells Fargo Remittance Center	3/13/26	Belt sander and sanding paper.	03/13/2026	121.50	121.50	10-60-460
4377	Wells Fargo Remittance Center	3/13/26	Tree guards	03/13/2026	56.49	56.49	10-60-460
4377	Wells Fargo Remittance Center	3/13/26	Filters and spark plugs for chainsa	03/13/2026	67.95	67.95	10-60-460
4377	Wells Fargo Remittance Center	3/13/26	30x24 Kraft Paper	03/13/2026	24.99	24.99	10-62-460
4377	Wells Fargo Remittance Center	3/13/26	Jarthena AMCS	03/13/2026	17.99	17.99	10-62-460
4377	Wells Fargo Remittance Center	3/13/26	240 Ft Bulletin Board and Supplie	03/13/2026	80.60	80.60	10-62-460
4377	Wells Fargo Remittance Center	3/13/26	2 Box Paper	03/13/2026	75.56	75.56	10-62-460
4377	Wells Fargo Remittance Center	3/13/26	12 pk lube sheets for shredder	03/13/2026	9.69	9.69	10-62-460
4377	Wells Fargo Remittance Center	3/13/26	1pk adult garden gloves	03/13/2026	28.39	28.39	10-62-460
4377	Wells Fargo Remittance Center	3/13/26	2 box natural Paper Towels	03/13/2026	77.40	77.40	10-62-460
4377	Wells Fargo Remittance Center	3/13/26	Walmart Library Program Supplies	03/13/2026	139.39	139.39	10-62-460
4377	Wells Fargo Remittance Center	3/13/26	Library Training	03/13/2026	23.77	23.77	10-62-660
4377	Wells Fargo Remittance Center	3/13/26	Binoculars High Powered, Vortex	03/13/2026	249.30	249.30	10-62-800
4377	Wells Fargo Remittance Center	3/13/26	RDO Equipment	03/13/2026	138.11	138.11	23-40-460
4377	Wells Fargo Remittance Center	3/13/26	Printer ink.	03/13/2026	137.36	137.36	51-40-290
4377	Wells Fargo Remittance Center	3/13/26	Paper for town hall	03/13/2026	215.85	215.85	51-40-290
4377	Wells Fargo Remittance Center	3/13/26	Restock on sterile gloves.	03/13/2026	93.94	93.94	52-40-460
4377	Wells Fargo Remittance Center	3/13/26	Porta Pot	03/13/2026	63.00	63.00	55-40-340
4377	Wells Fargo Remittance Center	3/13/26	Amazon, Harbor Freight, Supplies	03/13/2026	203.64	203.64	55-40-460
4377	Wells Fargo Remittance Center	3/13/26	Amazon Supplies	03/13/2026	78.39	78.39	55-40-470
4377	Wells Fargo Remittance Center	3/13/26	Amazon Grease Pump Supplies	03/13/2026	40.92	40.92	55-40-610
Total Wells Fargo Remittance Center:					4,278.01	4,278.01	
<b>Xpress Bill Pay</b>							
4441	Xpress Bill Pay	INV-XPR03409	Credit/Debit Card Web Transactio	03/31/2025	114.98	114.98	51-40-483
4441	Xpress Bill Pay	INV-XPR03409	Sewer	03/31/2025	114.98	114.98	52-40-483
4441	Xpress Bill Pay	INV-XPR03409	Landfill	03/31/2025	344.95	344.95	55-40-483
Total Xpress Bill Pay:					574.91	574.91	

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account Number
Grand Totals:					<u>294,209.67</u>	<u>294,209.67</u>	

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Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

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Report Criteria:

- Detail report.
  - Invoices with totals above \$0.00 included.
  - Paid and unpaid invoices included.
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# TOWN OF HUACHUCA CITY

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## Skyline Road Project

Proposed Road Closures  
Gonzales Blvd and Gila St



# Skyline Road Project

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- Purpose of this proposal:
  - Increased Safety
  - Reduce Risk (motorist and road crew)
  - Assist with safe traffic movement



# Skyline Road Project

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- This information has been provided to the following for review:
  - Town Manager Suzanne Harvey
  - Building Official Dr Jim Johnson
  - KE&G
  - ADOT



# Skyline Road Project



Aerial view  
Skyline Dr,  
Gonzales  
Blvd, and  
Gila St



# Skyline Road Project

Close up of Gila St and Skyline Dr near water tank and apartments





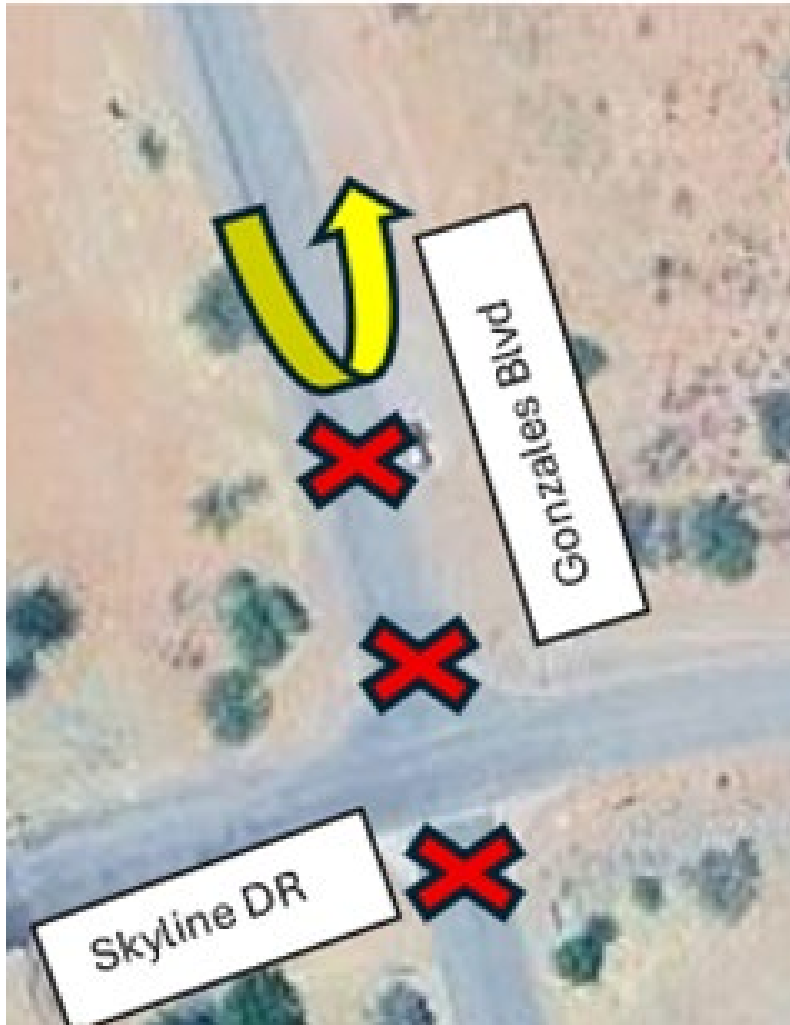
# Skyline Road Project



Close up of Gonzales Blvd and Skyline (south side)



# Skyline Road Project



Close up of Gonzales Blvd and Skyline (north side)



# Skyline Road Project

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**Proposed closure will not prevent access to any business or town facility.  
Alternate routes are available.**

- Reduces back up onto Hwy 90
- Minimizes number of intersections requiring additional flaggers
- Improves safety for road crews and motorists
- Prevents vehicles from traversing different road surfaces and elevations
- Decreases unnecessary traffic congestion, slowing project operations



# Skyline Road Project

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**Proposed closure will not prevent access to any business or town facility.  
Alternate routes are available.**

- Will be opened for our Fourth of July Events
- Once the intersection has been completed and it is safe to open, they will be opened
- Prevents the random opening and closing causing confusion to residents if the road is accessible
- Will be inconvenient for some residents; however, the alternate route will likely be quicker due to the one-way traffic controlled by a flagger and priority given to traffic coming off of Hwy 90



# Skyline Road Project

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## Recommendation

Council approve the proposal road closure for the project with the understanding it will open for Fourth of July, and open once construction at each intersection has been completed and closure is no longer needed.

(if construction goes into December due to any delays Gonzales will open for Christmas Parade)



# Skyline Road Project

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Questions?

# GENERAL PLAN PRESENTATION

## **What is the General Plan?**

The General Plan is the development guide establishing goals and policies for the Town's future social, economic, and development decisions.

If you haven't read our current Plan, I encourage you to do so. It's on our website. It has a lot of interesting and valuable information, and it could help inform your thinking as we go into this next planning cycle.

## **Why Update the General Plan Now?**

Arizona Statutes require every city and town to have a General Plan that is updated every 10 years. Our existing General Plan was adopted in 2017. As we approach 2027, the Town must update its General Plan per state law requirements.

Suzanne and Doc are already receiving proposals from prospective consultants to help the Town create its 2027 General Plan update. That process raises the question of whether we want to stick with the bare minimum requirements for our plan or whether we want to include optional elements.

## **What's Required of a Town our Size?**

Our current Plan contains the required two elements—Land Use and Circulation—needed to satisfy the legal requirements for Towns our size.

However, the statute lists a number of other elements that are *required* for most other towns [pop. 2500+], but which are *optional* for our small town.

## **What are the optional elements?**

Those optional elements are:

1. **An open space element** that includes:

(a) A comprehensive inventory of open space areas, recreational resources and designations of access points to open space areas and resources.

2. **A growth area element**, specifically identifying those areas, if any, that are particularly suitable for planned multimodal transportation and infrastructure expansion and improvements to make automobile, transit and other multimodal circulation more efficient, make infrastructure expansion more economical and provide for a rational pattern of land development.

3. **An environmental planning element** that contains analyses, policies and strategies to address anticipated effects, if any, of plan elements on air quality, water quality and natural resources associated with proposed development under the general plan.

5. **A water resources element** that addresses:

(a) The known legally and physically available surface water, groundwater and effluent supplies.

(b) The demand for water that will result from future growth projected in the general plan, added to existing uses.

6. **A public services and facilities element** showing general plans for police, fire, emergency services, sewage, refuse disposal, drainage, local utilities, rights-of-way, easements and facilities for them.

7. **A housing element** consisting of standards and programs for the elimination of substandard dwelling conditions, for the improvement of housing quality, variety and affordability and for provision of adequate sites for housing.

8. **A conservation, rehabilitation and redevelopment element** consisting of plans and programs for the elimination of slums and blighted areas.

9. **A safety element** for the protection of the community from natural and artificial hazards.

10. **A neighborhood preservation and revitalization element**, including:

(a) A component that identifies city programs that promote improving the appearance of neighborhoods and that promote maintenance of both commercial and residential buildings in neighborhoods.

**Does the Council want to Include any of the optional elements?**





INTERGOVERNMENTAL SUPPORT AGREEMENT  
(IGSA) BETWEEN  
THE UNITED STATES  
AND  
HUACHUCA CITY  
FOR  
SHUTTLE SERVICES  
***Old IGSA # W91QUS-IGSA-A60TC-23-0002***  
***New IGSA# IGSA-A60TC-23-GAR-005***

MEMORANDUM FOR Record

FROM: USAG Fort Huachuca, 2837 Boyd Ave. Bldg 41402, Fort Huachuca, AZ 85613

SUBJECT: Document changes to IGSA Number IGSA-A60TC-23-GAR-005 for Shuttle Services

1 .References:

1.1. IMCOM OPOD 20-005, Installation Management Command (IMCOM) IGSA Program.

1.2. 10 United States Code § 2679, Installation-support services: intergovernmental support agreements.

1.3 Army Regulation 5-9

1.4 Transaction Document

2. This modification document is prepared in compliance with AR 5-9 and paragraph 4.5 of IMCOM's IGSA Handbook, which states: "If the tasks, deliverables, or cost must be modified, the GC/GM/IM and partner representative who signed the original TD or TO must sign the modification."

3. USAG Fort Huachuca concurs with the proposed fee structure adjustments, which are based on increased demand and outlined in the enclosed "Shuttle Service IGSA Price Adjustment Proposal with Cost 10Apr26." These modifications to the cost and scope of service necessitate a formal amendment to the Transaction Document.

4. This document also informs Huachuca City that, due to a naming convention change at Installation Management Command, the IGSA number has been changed from

SUBJECT: Document changes to IGSA Number IGSA-A60TC-23-GAR-005 for Shuttle Services

W91QUS-IGSA-A60TC-23-0002 to IGSA-A60TC-23-GAR-005. This new number will be used for all future references.

5. The revised fee schedule shall take effect on 16 May 2026. Thereafter, pricing will be aligned with the attached fee structure and subject to annual review in accordance with the terms of the Transaction Document.

6. This Amendment constitutes the formal agreement to the stated changes. The attached fee schedule supersedes all previous versions and will govern the calculation of service costs and scheduling for the remainder of the term.

7. If you have any questions related to this memorandum, please contact USAG Ft. Huachuca IGSA-M Mr. Benjamin L. Rix, Benjamin.L.Rix.Civ@Army.Mil, (520) 725-3194.

For United States

For Huachuca City

\_\_\_\_\_  
MICHAEL J. CHILDS, COL MI Commanding

\_\_\_\_\_  
Johann Wallace, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Encl 1: Transaction Document

Encl 2: Shuttle Service IGSA Price Adjustment Proposal with Cost 10Apr26

INTERGOVERNMENTAL SUPPORT AGREEMENT (IGSA)

BETWEEN THE

UNITED STATES ARMY GARRISON Fort Huachuca

AND

HUACHUCA CITY

W91QUS – IGSA - A60TC – 23 - 0002

This is an Intergovernmental Support Agreement (hereafter referred to as the IGSA or Agreement) between the United States and Huachuca City, an Arizona municipal corporation [hereafter Huachuca City or PUBLIC PARTNER], entered into pursuant to federal law codified at 10 USC 2679 and Arizona State law codified at A.R.S. 11-952. The federal statute authorizes the Secretary of the Army to enter into an IGSA on a sole source basis with a state or local government to receive installation support and services. The state statute authorizes the PUBLIC PARTNER to contract with a federal entity to provide services. The Secretary of the Army has delegated authority to COL John M. Ives (hereafter GC) to execute agreements on behalf of the United States.

The purpose of this IGSA is to outline the roles and responsibilities of the parties, identify the services to be furnished by the PUBLIC PARTNER, the prices to be paid by the United States, and the appropriate reimbursement and quality control procedures. The parties undertake this Agreement in order to provide services, supplies or construction to the United States, to achieve cost savings for the Department of the Army, and to provide additional revenues to local governments and their work forces.

RESPONSIBILITIES OF THE PARTIES:

A. Fort Huachuca will:

- a. Identify a Point of Contact (POC) as the IGSA-M who will serve as the installation's liaison with Huachuca City regarding concerns pertaining to the IGSA.
- b. Appoint a subject matter expert as IGSA Technical Representative (IGSA-TR) who will provide management and oversight of the Shuttle Service.
- c. Supervise and manage its personnel and bear all the responsibilities involved with its personnel, such as pay and benefits.
- d. Not expect or request that Huachuca City employees or any contractors it

engages for this IGSA act in any way on behalf of Fort Huachuca or the larger federal government.

- e. Approve rates for services for the upcoming fiscal year and incorporate agreed- upon rates in the written IGSA.
- f. Pay Huachuca City for services upon satisfactory achievement of the milestones identified in the Performance Work Statement (PWS), as specified in the Request for Proposal (RFP), depending on the services performed, or as otherwise specified herein.
- g. Notify Huachuca City of the annual renewal of the IGSA as early as possible but no later than 60 days prior to the expiration of the current performance period.

B. Huachuca City will:

- a. Perform Shuttle Transport services as described herein for Fort Huachuca and the Intelligence Center of Excellence (ICoE) once authorized to do so up to but not in excess of authorized amounts.
- b. Supervise and manage its Shuttle Service personnel involved with this IGSA and bear all the responsibilities involved with its personnel, such as pay and benefits and ensuring its employees and contractors comply with all applicable licensing, certification and other professional and legal requirements and apply due diligence in their work under this IGSA.
- c. Assume all responsibility for any contracted assistance it engages for purposes of this IGSA, including but not limited to using competitive procedures for awarding any such contract(s), with the understanding that this requirement does not apply to collective bargaining agreements between Huachuca City and its employees.
- d. Notify the IGSA agreement manager when it appears that the cost of the services will exceed the authorized amount in 30 days.
- e. Immediately stop performing all services under this IGSA when so directed by the IGSA-M or TR and/or upon termination of the IGSA.

The PUBLIC PARTNER shall perform the installation support services as stated in this IGSA. The term "installation support services" only includes services, supplies, resources, and support typically provided by a local government for its own needs and without regard to whether such services, supplies resources, and support are provided to its residents generally, except that the term does not include security guard or firefighting services.

This is a non-personal services agreement. Each party is responsible for all costs of its personnel including pay, benefits, support, and travel. Each party is responsible for supervision or management of its personnel.

The tasks, duties and responsibilities set forth in this IGSA may not be interpreted or implemented in any manner that results in PUBLIC PARTNER personnel creating or modifying federal policy, obligating appropriated funds of the United States, or overseeing the work of federal employees. Under no circumstances, shall PUBLICPARTNER employees or contractors be deemed federal employees. If the PUBLIC PARTNER shall provide services through a contract, the contract must be awarded through competitive procedures. (This requirement does not apply to collective bargaining agreements between the PUBLIC PARTNER and its employees.) Employees of the United States may not perform services for or on behalf of the PUBLIC PARTNER without the approval of the IGSA-M.

**SUMMARY OF SERVICES AND PRICE:**

In consideration of the services to be provided by Huachuca City; Fort Huachuca agrees to pay Huachuca City as follows:

	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Personnel Cost</b>	\$ 180,595.00	\$ 186,012.85	\$ 191,593.24	\$ 197,341.03	\$ 203,261.26
<b>Equipment and Insurance</b>	\$ 72,000.00	\$ 20,000.00	\$ 20,400.00	\$ 20,808.00	\$ 21,224.16
<b>Maintenance</b>	\$ 10,000.00	\$ 10,400.00	\$ 10,816.00	\$ 11,248.64	\$ 11,698.59
<b>Fuel</b>	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00
	<b>\$ 269,875.00</b>	<b>\$ 223,692.85</b>	<b>\$ 230,089.24</b>	<b>\$ 236,677.67</b>	<b>\$ 243,464.01</b>
<b>Admin 8%</b>	\$ 21,590.00	\$ 17,895.43	\$ 18,407.14	\$ 18,934.21	\$ 19,477.12
	<b>\$ 291,465.00</b>	<b>\$ 241,588.28</b>	<b>\$ 248,496.37</b>	<b>\$ 255,611.89</b>	<b>\$ 262,941.13</b>

	Year 6	Year 7	Year 8	Year 9	Year 10
<b>Personnel Cost</b>	\$ 209,359.10	\$ 215,639.87	\$ 222,109.07	\$ 228,772.34	\$ 235,635.51
<b>Equipment and Insurance</b>	\$ 21,648.64	\$ 22,081.62	\$ 22,523.25	\$ 22,973.71	\$ 23,433.19
<b>Maintenance</b>	\$ 12,166.53	\$ 12,653.19	\$ 13,159.32	\$ 13,685.69	\$ 14,233.12
<b>Fuel</b>	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00
	<b>\$ 250,454.27</b>	<b>\$ 257,654.68</b>	<b>\$ 265,071.64</b>	<b>\$ 272,711.75</b>	<b>\$ 280,581.82</b>
<b>Admin 8%</b>	\$ 20,036.34	\$ 20,612.37	\$ 21,205.73	\$ 21,816.94	\$ 22,446.55
	<b>\$ 270,490.62</b>	<b>\$ 278,267.06</b>	<b>\$ 286,277.37</b>	<b>\$ 294,528.69</b>	<b>\$ 303,028.36</b>

**TERM OF AGREEMENT:** The term of this Agreement shall be ten (10) years.

The term of this Agreement shall be for one year from the execution of the Agreement by the IGSA-M, and renewable for successive one-year periods for 9 additional years. The United States shall only be obligated for one year of performance under the Agreement, as it has no authority to obligate additional periods of performance without appropriation of adequate funds by the Congress. The United States shall only be obligated for an additional year of performance upon receipt of such funds, and only

upon written notice by the Agreement Officer of an intent to award the option for an additional year of performance. The IGSA-M shall provide notice of the renewal of the IGSA at least 10 days prior to the expiration of then current performance period. The IGSA-M may condition the renewal upon availability of funds and may suspend performance of the renewed period at no additional cost to the United States, until adequate funds have been received. If funds are not received, the parties agree that the Agreement can be unilaterally terminated by the IGSA-M without further liability to the United States.

PAYMENT: The United States shall pay the PUBLIC PARTNER for services based upon satisfactory completion of services on a monthly basis. Payment shall be based for services provided as set forth in this Agreement. The PUBLIC PARTNER shall not include any State or Local taxes in the prices it charges the United States unless approved by the IGSA-M in advance. The Public Partner shall electronically submit invoices or payment requests to the Government's IGSA-TR and the IGSA-M. The IGSA-M will not authorize payment unless all billed services have been satisfactorily completed and may reduce the amount(s) billed for unsatisfactory or partial performance, or for other reasons specified in this Agreement.

[The payment method for IGSA's will be made via Miscellaneous Payment transactions processed through the General Fund Enterprise Business System (GFEBS). All IGSA's will be manually entered into GFEBS to commit and obligate funds. Payments will be processed within GFEBS by the garrison Resource Management office, who will submit payment documents to DFAS who will issue payment via electronic fund transfer (EFT) or check to the PUBLIC PARTNER.]

OPEN COMMUNICATIONS AND QUALITY CONTROL: The Parties shall identify and present any issues and concerns that could potentially impede successful performance of the IGSA in a timely and professional manner. The PUBLIC PARTNER shall maintain a quality control plan to ensure all work is completed within the specified timelines and quality standards specified in the Agreement. After its execution, an initial joint meeting of the Parties will be conducted to discuss the terms of the IGSA. The initial meeting shall also discuss orientation of the PUBLIC PARTNER and its employees to work areas on the installation as well as a phase-in plan to permit the orderly transition of responsibilities for performance of the services by the PUBLIC PARTNER.

INSPECTION OF SERVICES: The PUBLIC PARTNER will only tender services and goods in conformance with the IGSA. USAICoE shall appoint an IGSA-TR who will be responsible for inspecting all services performed. The PUBLIC PARTNER will be notified of the identity of the IGSA-TR and his alternate, and of any changes. If services are performed outside the installation, the IGSA-TR shall be granted access to areas where services are performed.

The IGSA-TR shall have the right to inspect and test all services; inspections and tests to be conducted in a manner that will not unduly delay the performance of work. If the IGSA-TR determines that services do not conform to the requirements in

Agreement, the IGSA-TR can require the PUBLIC PARTNER to perform the services again, in whole or in part, at no additional cost to the government. Alternately, the IGSA-TR can reduce the price to be paid for services to reflect the reduced value of the services to be performed. If the services cannot be corrected by re-performance, the IGSA-TR can reduce the billed price to reflect the reduced value of the services to be performed. The IGSA-TR may alternately, in his sole discretion, waive price reductions or re-performance of services. Such waivers shall not constitute a waiver of requirements in the IGSA unless approved in writing by the IGSA-M.

If the PUBLIC PARTNER is unable to perform any of the services due to an occurrence beyond the reasonable control of the parties, such as Acts of God, unusually severe weather, or government activities on the installation which impede the PUBLIC PARTNER's performance, the Public Partner shall promptly notify the IGSA-TR. In those rare instances in which the PUBLIC PARTNER fails to re-perform services or abandons performance, the United States may perform or contract for performance of the services and charge those costs to the PUBLIC PARTNER. Except in an emergency, the United States will not exercise this authority without providing prior notice to the POC designated by the PUBLIC PARTNER to allow for amicable resolution of issues between the parties. If services are deemed to be deficient and cannot be corrected to the satisfaction of the IGSA-TR, the IGSA-M may terminate the IGSA immediately. Such termination shall not become effective without prior notice and consultation with the PUBLIC PARTNER POC identified in this Agreement.

TERMINATION: The IGSA may be terminated by mutual written agreement at any time. Except as otherwise specified in this Agreement, either party can unilaterally terminate this IGSA upon 60days written notice to the POCs designated in this Agreement.

The United States reserves the right to terminate this Agreement for its convenience at any time. When notified by the IGSA-M of the termination, the PUBLIC PARTNER shall immediately stop all work. The government will pay the PUBLIC PARTNER a percentage of the agreed price reflecting the percentage of work performed to the notice. The PUBLIC PARTNER shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

SUSPENSION OF AGREEMENT: The United States reserves the right to suspend performance of the agreement or access to the installation in event of emergencies, mobilizations, national security reasons, or for other reasons outside the control of the United States.

APPLICABLE LAW: The IGSA is subject to the law and regulations of the United States. If any federal statute expressly prescribes policies or requirements that differ from the terms and conditions of this IGSA, the provisions of the statute shall govern.

CLAIMS AND DISPUTES: The parties shall use their best efforts to resolve any disagreement or disputes they may have regarding this Agreement. To minimize disputes, the parties will meet periodically, preferably on a monthly basis, to discuss

performance and any other issues they may have. The IGSA-TR shall represent the Government in such meetings.

If the parties are unable to resolve an issue, the IGSA-TR or the PUBLIC PARTNER may submit a claim arising out of the Agreement to the IGSA-M for a final decision. The written submission must specify the nature and basis for the relief requested and include all data that supports the claim and may designate a PUBLIC PARTNER representative to discuss the claim and its resolution. The IGSA-M shall issue a final decision within 90 days of receipt of each claim.

If the PUBLIC PARTNER is dissatisfied with the IGSA-M's decision, it may appeal the matter to the installation commander and must specify the basis of its disagreement. The installation commander or his designee shall issue a final determination on the matter within 60 days of receipt of the appeal. The final determination shall be reduced to writing and provided to the POCs specified in this Agreement. All final determinations that result in the payment of additional funds to the PUBLIC PARTNER must be coordinated with the IGSA-M.]

As part of its appeal, the PUBLIC PARTNER may request alternate disputes resolution (ADR) processes to resolve disputes; the Government may agree to use of ADR in its sole discretion. If ADR procedures are employed, the installation commander shall consider the findings and recommendations of the third-party mediator(s) in making his final determination.

The parties agree to the above procedures in lieu of litigation in any forum.

NOTICES, POINTS OF CONTACT (POCs), ANNUAL REVIEWS, AND AMENDMENTS TO THE IGSA: The POCs for issues pertaining to this IGSA are as follows:

For the United States, the IGSA-TR or his designated representative.

For the Public Partner: Suzanne Harvey, Huachuca City's Manager

Unless otherwise specified, all notices under this Agreement shall be provided to the POCs specified above.

The POCs and a management official at least one level above the POCs as well as the IGSA IGSA-M shall meet annually to discuss the IGSA and consider any amendments to the Agreement.

Any party can propose amendments at any time. All amendments must be reduced to writing, signed by both parties, and incorporated by an amendment to Agreement by the IGSA-M in order to be effective.

DUTY TO PROTECT GOVERNMENT PROPERTY ON THE INSTALLATION: The PUBLIC PARTNER shall conduct a visit of the installation with the IGSA-TR prior to performance to satisfy itself of the general and local conditions existing on the installation to include sites where services will be performed. The PUBLIC PARTNER shall prepare an accident-avoidance plan and plan to protect Government property on the installation. The Public Partner shall take measures to protect and not damage any property of the United States during performance of services. Should the PUBLIC

PARTNER damage such property, the PUBLIC PARTNER may replace the item or restore it to its prior condition at its own cost or reimburse the United States for such costs. If the Public Partner does not take measures to replace or restore, the United States reserves the right to deduct replacement or restoration costs from amounts billed by the PUBLIC PARTNER each month. The IGSA-TR shall provide written notice of the Government's intent to offset costs against billings to allow the parties to resolve the matter amicably. Such resolution can include a schedule for payments to cover the loss or restoration of Government property over the term of the current period of performance.

CONTINUITY OF SERVICES: The Public Partner recognizes that the services under this Agreement are vital to the United States and must be continued without interruption and performed even in event of a dispute between the parties. Should the United States terminate this Agreement for any reason, the Public Partner agrees to furnish phase-in training to any successor contractor and exercise its best efforts and cooperation to effect an orderly and efficient transition of services.

HOLD HARMLESS: Except as otherwise provided in this Agreement, the PUBLIC PARTNER shall indemnify and hold the United States harmless against any and all judgments, expenses, liabilities, claims and charges of whatever kind or nature that may arise as a result of the negligent or wrongful acts of the PUBLIC PARTNER or its employees in performance of this Agreement. The PUBLIC PARTNER will not indemnify the United States, or its officers and employees for the negligent or wrongful acts of the United States, or its officers and employees.

WAGES AND LABOR LAW PROVISIONS: These provisions apply to the PUBLIC PARTNER and any contractor performing services under this IGSA on behalf of the PUBLIC PARTNER. The PUBLIC PARTNER shall be exempt from federal labor statutes, provided it pays its employees at wage grades or rates normally paid by the PUBLIC PARTNER and complies with all applicable PUBLIC PARTNER labor laws and standards. In no event, however, shall any employee be paid at wage rate below the minimum wage established in the Fair Labor Standards Act. The PUBLIC PARTNER shall comply with all applicable federal, state, and local occupational safety and health requirements and standards. If the PUBLIC PARTNER has knowledge that any actual or potential labor dispute by its employees may delay or threaten to delay performance of the contract, the PUBLIC PARTNER shall immediately notify the IGSA-TR and the IGSA-M. The PUBLIC PARTNER shall provide timely updates until the dispute is resolved.

NON-DISCRIMINATION AND SEXUAL ASSAULT/HARASSMENT: This provision applies to PUBLIC PARTNER and its contractors. The PUBLIC PARTNER agrees not to discriminate against any employee based upon race, color, religion, sex, national origin, or sexual orientation, or to allow any employee to engage in discriminatory practices or conduct while performing work under this IGSA. The PUBLIC PARTNER shall not permit employees which engage in sexual assault, sexual harassment, or trafficking to perform services under this IGSA. The PUBLIC PARTNER shall not engage in age discrimination and shall comply with the Americans with Disabilities Act

with respect to the hiring and accommodation of employees performing services under this IGSA.

TRANSFERABILITY: This Agreement is not transferable except with the written authorization of the IGSA-M.

ACTIONS OF DESIGNEES: Any act described in the IGSA to be performed by an individual or official can be performed by the designee of such individual or official, with the exception of the IGSA-M.

Signatures and dates of signatures of the parties:

FOR THE UNITED STATES:

FOR THE [MUNICIPALITY]:

IVES.JOHN.MICHAEL  
EL.1046204693

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IVES.JOHN.MICHAEL.1046204693  
Date: 2023.03.13 16:21:12 -07'00'

John M. Ives, COL MI Commanding

13 March 2023

Date



Johann Wallace, Mayor

13 March 2023

Date

List all Attachments/Annexes:

*All approved IGSA Transaction Documents are on the IMCOM IGSA SharePoint site):*

- 1) Statement of Work, to include specified tasks, performance required standards, as well as quality control requirements.

Statement of work (similar to contracts, but stating the basic services to be performed, frequency, responsibilities of each of the parties, etc.)

[Note to drafters of IGSA's: This IGSA is based on the PUBLIC PARTNER providing services. If the IGSA will involve supplies or construction services, the installation must work with the IGSA-M and legal counsel to determine whether additional provisions are appropriate.

For construction, repair, and maintenance type services, see FAR Part 36 (inspections, liquidated damages, material and workmanship, protection of vegetation and buildings, storage areas, accident prevention, utilities). For example, if the Agreement will require the PUBLIC PARTNER to repair or paint a government facility, the installation could consider including a liquidated damages provision which is typical of some of our construction and similar service type contracts. However, the Davis Bacon Act would not be applicable.

- 2) Describe all Government or PUBLIC PARTNER furnished property, equipment, and services:

The PUBLIC PARTNER will be responsible for furnishing all other facilities and equipment necessary to perform the IGSA.

2) Acronyms and Definitions (list as applicable): N/A

3) Installation Security and Access Requirements:

INSTALLATION SECURITY AND ACCESS REQUIREMENTS: [if work will be performed on an Army installation or other property under the Army's control, consult with the installation G-2 to add specific security requirements that must be met for contractors to access Army property as well as background requirements for PUBLIC PARTNER employees. The following work sheet shall be completed by the proponent for the services, submitted to the installation G-2 for review and approval, and submitted to theirs-M. The installation G-2 shall submit any additional installation security procedures and requirements to the IGSA-M, to include any limitations on access to the installation, specific gates to be used, licensing and inspection of vehicle requirements, etc. In the unlikely event that the Agreement will require PUBLIC PARTNER or its employees to access classified information, the installation shall specify procedures for access, storage, and similar procedures for all classified information. The IGSA-M shall additionally tailor FAR 52.204-2 for inclusion in the Agreement.]

The PUBLIC PARTNER shall not permit employees who are not citizens or lawful immigrants to perform services under this IGSA. Employees who have been convicted of felonies, sex crimes, drug offenses or violent crimes, shall not perform services under this IGSA without the specific approval of the IGSA-TR. The PUBLIC PARTNER shall not permit any employee to perform work on this IGSA if such person is identified by the IGSA-TR as a potential threat the health, safety, security, general well-being, or operational mission of the United States. The IGSA-TR may deny the continued entry of any employee upon receipt of information that indicates that the individual's continued entry to the installation is not in the best interests of national security.

All PUBLIC PARTNER vehicles will be identifiable and include the PUBLIC PARTNER's name.

<b>REQUIREMENTS PACKAGE ANTITERRORISM/OPERATIONS SECURITY REVIEW COVER SHEET</b>							
Requirements Package Title USAICoE Shuttle Service							
Date							
<b>Section I.</b>							
<p><u>Purpose of cover sheet:</u> To document the review of the requirements package, statement of work (SOW), quality assurance surveillance plan and any applicable source selection evaluation criteria for antiterrorism (AT) and other related protection matters to include, but not limited to: AT, operations security (OPSEC), information assurance (IA)/cyber security, physical security, law enforcement, intelligence, foreign disclosure.</p> <p><u>Army policy requirement:</u> A signed AT/OPSEC cover sheet is required to be included in all requirements packages except for supply contracts under the simplified acquisition level threshold, field ordering officer actions and Government purchase card purchases. Command policy may require this form for supply contracts under the simplified acquisition level threshold.</p> <p><u>Mandatory review and signatures:</u> The requiring activity antiterrorism officer (ATO) must review each requirements package prior to submission to the supporting contracting activity to include coordination with other staff elements for review as appropriate per section II below. If the requiring activity does not have an ATO, the first ATO in the chain of command will review the contract for considerations. An OPSEC officer and Information Officer review is also mandatory.</p>							
<b>Section II. Standard Language Provision/ Clause Text Applicability and/or Additional SOW Language.</b> If standard contract or clause language found on page 2 ( <b>Section IV</b> ) of this form is sufficient to meet specific contract request requirements, check "yes" in block below and include this language in the SOW. If standard contract text (provisions or clauses) or clause language does							
not apply, check "no." If the standard SOW language applies, but is not in of itself sufficient, check "yes" and "SOW" and include both the standard language and additional contract specific language in the SOW. If standard contract text or clause language is not desired, but there is related contract specific language in the SOW, check "no" and "SOW." <b>If yes is marked for items 1, 3, 4, 7, 8, 12 or 13, training is required. Mandatory training must be measured as a deliverable and evaluated in the QASP.</b>							
1. AT level 1 training (general)				<input checked="" type="checkbox"/>	NO	SOW	
2. Access and general protection policy and procedures				<input checked="" type="checkbox"/>	NO	SOW	

2a. For contractor requiring Common Access Card (CAC)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> SOW
2b. For contractor not eligible for CAC but requires access to DoD facility or installation.	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> SOW
3. AT awareness training for US based contractor personnel traveling overseas.	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> SOW
4. iWATCH training	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> SOW
5. Army Training Certification Tracking System (ATCTS) registration for contractor employees who require access to government information systems.	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> SOW
6. For contracts that require a formal OPSEC program.	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> SOW
7. Requirement for OPSEC training	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> SOW
8. Information assurance/information technology training	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> SOW
9. Information assurance/information technology certification	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> SOW
10. Contractor Authorized to Accompany the Force clause	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> SOW
11. Contract requiring performance or delivery in a foreign country	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> SOW
12. Handling/Access to Classified Information	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> SOW
13. Threat Awareness Reporting Program	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> SOW
14. Delivery of Food and Water	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> SOW
<b>Section III. Remarks:</b>			

**Antiterrorism Review Signature:** I am an ATO (Level II Certified) and have reviewed the requirements package and understand my responsibilities in accordance with Army Regulation 525-13, *Antiterrorism*.

Reviewer <u>David Prince, GS-12, ATO</u>  _____ Typed or printed name, rank/civ grade  <small>PRINCE.DAVID.ALLEN.1016807563 Digitally signed by PRINCE.DAVID.ALLEN.1016807563          Date: 2023.03.13 14:14:02 -0700</small> _____ Signature	Date <u>13 March 2023</u> Phone Number <u>520-533-0070</u>
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**Operations Security Review Signature:** I am OPSEC level II certified and have reviewed the requirements package, and it is in compliance with Army Regulation 530-1, *Operations Security*.

Reviewer <u>David Prince, GS-12, ATO</u>  _____ Typed or printed name, rank/civ grade  <small>PRINCE.DAVID.ALLEN.1016807563 Digitally signed by PRINCE.DAVID.ALLEN.1016807563          Date: 2023.03.13 14:14:21 -0700</small> _____ Signature	Date <u>13 March 2023</u> Phone Number <u>520-533-0070</u>
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**Information Assurance Review Signature:** I am IAM and IAT level III certified and have reviewed the requirements package and it is in compliance with DOD 8570.01-M and DOD 8580-1 para 4.

Reviewer <u>Richard D. Blake III, GS-13, Chief, CSD</u>  _____ Typed or printed name, rank/civ grade  <small>BLAKE.RICHARD.DONALD.III.1234886912 Digitally signed by BLAKE.RICHARD.DONALD.III.1234886912          Date: 2023.03.13 14:47:23 -0700</small> _____ Signature	Date <u>13 March 2023</u> Phone Number <u>520-533-0275</u>
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**Section IV. Standard Contract Language/Contract Clause Applicability and/or Additional SOW Language.**

**1. AT Level I training.** *This standard language is for contractor employees with an area of performance within an Army controlled installation, facility or area. All contractor employees, to include subcontractor employees, requiring access Army installations, facilities and controlled access areas shall complete AT Level I awareness training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable and annually thereafter. The contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee, to the COR or to the contracting officer, if a COR is not assigned, within 05 calendar days after completion*

of training by all employees and subcontractor personnel. AT level I awareness training is available at the following website: <http://jko.jten.mil>

**2. Access and general protection/security policy and procedures.** *This standard language is for contractor employees with an area of performance within Army controlled installation, facility, or area.* Contractor and all associated sub-contractors' employees shall provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services or Security Office. Contractor workforce must comply with all personal identity verification requirements (FAR clause 52.204-9, Personal Identity Verification of Contractor Personnel) as directed by DOD, HQDA and/or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

**2a. For contractors requiring Common Access Card (CAC).** Before CAC issuance, the contractor employee requires, at a minimum, a favorably adjudicated National Agency Check with Inquiries (NACI) or an equivalent or higher investigation in accordance with Army Directive 2014-05. The contractor employee will be issued a CAC only if duties involve one of the following: (1) Both physical access to a DoD facility and access, via logon, to DoD networks on-site or remotely; (2) Remote access, via logon, to a DoD network using DoD-approved remote access procedures; or (3) Physical access to multiple DoD facilities or multiple non-DoD federally controlled facilities on behalf of the DoD on a recurring basis for a period of 6 months or more. At the discretion of the sponsoring activity, an initial CAC may be issued based on a favorable review of the FBI fingerprint check and a successfully scheduled NACI at the Office of Personnel Management.

**2b. For contractors that do not require CAC but require access to a DoD facility or installation.** Contractor and all associated sub-contractors employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05/AR 190-13), applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative), or, at OCONUS locations, in accordance with status of forces agreements and other theater regulations.

**3. AT Awareness Training for Contractor Personnel Traveling Overseas.** This standard language required US based contractor employees and associated sub-contractor employees to make available and to receive government provided area of responsibility (AOR) specific AT awareness training as directed by AR 525-13. Specific AOR training content is directed by the combatant commander with the unit ATO being the local point of contact.

<p><b>4. iWATCH Training.</b> <i>This standard language is for contractor employees with an area of performance within an Army controlled installation, facility or area.</i> The contractor and all associated sub-contractors shall brief all employees on the local iWATCH program (training standards provided by the requiring activity ATO). This locally developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within 30 calendar days of contract award and within 05 calendar days of new employees commencing performance with the results reported to the COR NLT 30 calendar days after contract award.</p>
<p><b>5. Army Training Certification Tracking System (ATCTS) registration for contractor employees who require access to government information systems.</b> All contractor employees with access to a government information system must be registered in the ATCTS (Army Training Certification Tracking System) at commencement of services and must successfully complete the DOD Information Assurance Awareness prior to access to the IS and then annually thereafter.</p>
<p><b>6. For contracts that require a formal OPSEC program.</b> The contractor shall develop an OPSEC Standing Operating Procedure (SOP)/Plan within 90 calendar days of contract award, to be reviewed and approved by the responsible Government OPSEC officer. This plan will include a process to identify critical information, where it is located, who is responsible for it, how to protect it and why it needs to be protected. The contractor shall implement OPSEC measures as ordered by the commander. In addition, the contractor shall have an identified certified Level II OPSEC coordinator per AR 530-1.</p>
<p><b>7. For contracts that require OPSEC Training.</b> Per AR 530-1 <i>Operations Security</i>, the contractor employees must complete Level I OPSEC Awareness training. New employees must be trained within 30 calendar days of their reporting for duty and annually thereafter. AT level I awareness training is available at the following website: <a href="http://cdsetrain.dtic.mil/opsec/index.htm">http://cdsetrain.dtic.mil/opsec/index.htm</a></p>
<p><b>8. For Cyber Awareness (Information assurance (IA)/information technology (IT)) training.</b> All contractor employees and associated sub-contractor employees must complete the DoD Cyber awareness training before issuance of network access and annually thereafter. All contractor employees working IA/IT functions must comply with DoD and Army training requirements in DoDD 8570.01, DoD 8570.01-M and AR 25-2 within six months of appointment to IA/IT functions. AT level I awareness training is available at the following website: <a href="https://ia.signal.army.mil/DoDIAA/">https://ia.signal.army.mil/DoDIAA/</a></p>
<p><b>9. For Cyber (Information assurance (IA)/information technology (IT)) certification.</b> Per DoD 8570.01-M, DFARS 252.239.7001 and AR 25-2, the contractor employees supporting Cyber (IA/IT) functions shall be appropriately certified upon contract award. The baseline certification as stipulated in DoD 8570.01-M must be completed upon contract award.</p>
<p><b>10. For contractors authorized to accompany the force.</b> DFARS Clause 252.225-7040, <i>Contractor Personnel Authorized to Accompany U.S. Armed Forces Deployed Outside the United States</i>. The clause shall be used in solicitations and contracts that authorize contractor personnel to accompany US Armed Forces deployed outside the US in contingency operations; humanitarian or peacekeeping operations; or other</p>

military operations or exercises, when designated by the combatant commander. The clause discusses the following AT/OPSEC related topics: required compliance with laws and regulations, pre-deployment requirements, required training (per combatant command guidance), and personnel data required.

**11. For Contract Requiring Performance or Delivery in a Foreign Country,** DFARS Clause 252.225-7043, *Antiterrorism/Force Protection for Defense Contractors Outside the US*. The clause shall be used in solicitations and contracts that require performance or delivery in a foreign country. This clause applies to both contingency and non-contingency support. The key AT requirement is for non-local national contractor personnel to comply with theater clearance requirements and allows the combatant commander to exercise oversight to ensure the contractor's compliance with combatant commander and subordinate task force commander policies and directives.

**12. For contracts that require handling or access to classified information.** Contractor shall comply with FAR 52.204-2, Security Requirements. This clause involves access to information classified "Confidential," "Secret," or "Top Secret" and requires contractors to comply with— (1) The Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5220.22-M); (2) any revisions to DOD 5220.22-M, notice of which has been furnished to the contractor.

**13. Threat Awareness Reporting Program.** For all contractors with security clearances. Per AR 381-12 Threat Awareness and Reporting Program (TARP), contractor employees must receive annual TARP training by a CI agent or other trainer as specified in 2-4b of AR 381-12.

**14. For contracts that require delivery of food and water. This standard language is for contractor employees with an area of performance delivering food and water within an Army-controlled installation, facility or area. The supplies delivered under this contract shall be transported in delivery conveyances maintained to prevent tampering with and / or adulteration or contamination of the supplies, and if applicable, equipped to maintain a prescribed temperature. All delivery vehicles will also be subject to inspection at all times and all places by the Contracting Officers Representative, Post Veterinarian, and / or Law enforcement Officials. When the sanitary conditions of the delivery conveyance have led, or may lead to product contamination, adulteration, constitute a health hazard, the delivery conveyance is not equipped to maintain prescribed temperatures or the transport results in product "unfit for intended purpose", supplies tendered for acceptance may be rejected without further inspection. As the holder of a contact with the Department of Defense, it is incumbent upon the awardee to insure that all products and/or packaging have not been tampered or contaminated. Delivery conveyances will be locked or sealed at all times, except when actively loading or unloading. Unsecured vehicles will not be left unattended. All incoming truck drivers will provide adequate identification upon request. In the event of an identified threat to an installation, or a heightened force protection/Homeland Security threat Level, the contractor may be required to**

**adjust delivery routes to minimize vulnerability risks and enable direct delivery to DOD facilities.**

*4) Other General Provisions to be considered:*

FEDERAL HOLIDAYS: [If applicable, specify when the contractor can perform services on the installation, and advise whether the contractor is obligated to perform during federal holidays. If not, specify whether the services be made up, for example, performed on the next duty day, or skipped. The federal holidays should be listed.]

INSURANCE [If services are provided on post]: The PUBLIC PARTNER shall at its own expense provide and maintain during the entire period of this IGSA the following insurance:

- a. General liability insurance with a minimum combined single limit of \$1,000,000 per occurrence and \$2,000,000 in the aggregate for all premises and operations. The policy shall include coverage for bodily injury, death and property damage arising out of actions or omissions by the PUBLIC PARTNER or its employees or contractors.
- b. Comprehensive vehicular liability insurance in the combined single limit of \$1,000,000 per occurrence for bodily injury and property damage.
- c. Copies shall be furnished to the IGSA-TR and IGSA-M before providing services under this agreement.

[NOTE BENE: The PUBLIC PARTNER may propose to self-insure for such damage. Its acceptability should be assessed by the installation. If acceptable, an appropriate provision should be included in the IGSA addressing self-insurance and stating that the self-insurance is authorized in lieu of the above insurance requirements.

LIABILITY FOR DAMAGE TO THIRD PARTIES: The PUBLIC PARTNER shall be liable to the government for loss or damage to third parties in performance of the services, wherever performed, and for injury or death of persons resulting from the negligence or fault of the PUBLIC PARTNER, its employees, its contractors, or agents in performance of the contract. The PUBLIC PARTNER shall hold the United States harmless from claims or litigation from third parties and shall indemnify the Government for all judgments against it as well as costs incurred in connection with defense of such litigation. The United States shall not be responsible for injuries and deaths to the PUBLIC PARTNER's employees or employees of its contractors, unless caused by a Government employee and compensable pursuant to federal legislation authorizing recovery against the United States.

DUTY TO COOPERATE IN ACCIDENTS AND DAMAGE: The PUBLIC PARTNER shall fully cooperate with the United States in investigations involving accidents or damage to property or persons on property under federal control. The PUBLIC PARTNER shall timely furnish to the IGSA-TR reports of investigations it completes regarding such incidents.

MEDICAL CARE IN EMERGENCIES:

[Specify whether military or other medical facilities on post will be made available for treatment of PUBLIC PARTNER employees in event of emergencies, and whether such

services will be reimbursed by the PUBLIC PARTNER. Consult with the local military treatment facility commander.]

**ENVIRONMENTAL REQUIREMENTS:**

[The installation's DPW and environmental law attorney should provide any environmental requirements applicable to the installation. If hazardous materials are involved, or the PUBLIC PARTNER must use hazardous materials in performance, consider tailoring clauses at FAR 52.223-3, etc.]

**DRUG FREE WORKPLACE ON MILITARY INSTALLATIONS AND FACILITIES:** All

property under the control of the Department of the Army are drug free areas. Notwithstanding any contrary State or Local law, the Public Partner shall notify all individuals performing services on the installation that no controlled substances as specified in the Controlled Substances Act and 21 Code of Federal Regulations shall be sold, distributed, used or consumed on the installation. The IGSA-TR may direct the PUBLIC PARTNER to bar individuals who violate these laws and policies. Such individuals additionally may be barred from access to the installation by the installation commander.

**PUBLIC PARTNER EMPLOYEE REQUIREMENTS:** All PUBLIC PARTNER and contractor employees shall comply with all installation security, health and safety conditions. Employees who interface with government personnel shall be able to speak and understand English. All employees shall wear identification badges or distinctive clothing which clearly identifies that they are PUBLIC PARTNER employees. At the conclusion of the IGSA or whenever an employee no longer performs IGSA services, the PUBLIC PARTNER will provide the IGSA-TR all identification or other credentials furnished by the government.

[Add: Installation regulations or practices that are applicable to all individuals on post that might not be specified elsewhere in the IGSA].

**ANNEX J – IGSA MANAGER/TECHNICAL REPRESENTATIVE APPOINTMENT  
MEMORANDUM TEMPLATE**

AMIM-HUG-ZA (190-13g)

8 March 2023

MEMORANDUM FOR Fort Huachuca Intergovernmental Support Agreements (IGSA)  
Manager/Technical Representative, IGSA-M/Laurie E Thompson, IGGA -TR/Michel McManus.

**SUBJECT: Delegation of Authority for IGSA Manager/Technical Representative Role  
and Responsibility**

You are hereby appointed the Garrison IGSA Manager/Technical Representative.

You and your immediate supervisor are required to sign the last page of this memorandum within seven calendar days to acknowledge your appointment as the IGSA-M/TR to demonstrate that you are in receipt of this memorandum.

You should familiarize yourself with the IGSA oversight process and communicate with the Garrison IGSA Technical Representatives, IGSA Managers and IGSA community partners as necessary to ensure satisfactory performance of the IGSA requirements. You are the only Army employee who has the role and responsibility to initiate, coordinate, and integrate outreach efforts to establish community partnership for IGSA's at Fort Huachuca, AZ.

**In your capacity as IGSA-M, you have the authority to:**

1. Conduct the initial outreach efforts with community leaders for consideration of IGSA's.
2. Ensure the follow-up, coordination, and organization of preliminary planning meetings with Community Senior Leaders, the Garrison Commander, Installation stakeholders and IMCOM HQ SME Leaders.

**Your responsibilities as the IGSA-M/TR also include, but are not limited to:**

1. Maintain a professional relationship with the IGSA partner in the interest of Army integrity and sound management.
2. Ensure due outs are executed from all stakeholder meetings.
3. At a minimum, the IGSA-M/TR's files should contain copies of the following:
  - a. This IGSA-M appointment memorandum and acknowledgement.
  - b. IGSA transaction instrument and any modifications.
  - c. Records of conversations with the IGSA partner, including meeting notes.All records must be retained for 6 years, 3 months.

Your designation as IGSA-M/TR shall remain in effect through the IGSA Mission timeline unless sooner revoked by the Garrison Commander (or equivalent),

and any such revocation of the designation shall be in writing. If your designation is revoked for any reason, turn your records over to the successor IGSA-M/TR.

The undersigned acknowledges the IGSA-M/TR appointment and accepts the duties, responsibilities and limitations described in this appointment memorandum.

The IGSA Integration Manager's immediate supervisor confirms that sufficient time will be given for the IGSA Integration Manager to perform the IGSA Integration role.

THOMPSON.LAURIE.E.1155205829  
205829

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THOMPSON.LAURIE.E.1155205829  
Date: 2023.03.13 14:50:48 -07'00'

13 Mar 2023

Laurie E. Thompson  
MCMANUS.MICHAEL.P.1255529052  
55529052

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MCMANUS.MICHAEL.P.1255529052  
Date: 2023.03.13 14:56:47 -07'00'

Date

13 MAR 2023

Michael P. McManus

Date

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EL.1046204693

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JOHN M. IVES  
Colonel, MI  
Commanding



# TOWN OF HUACHUCA CITY

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## MEMORANDUM

Date: 04/10/2026

Subject: Pricing Adjustment Proposal – Shuttle Service IGSA #IGSA-A60TC-23-GAR-005.

This memorandum serves as a formal request for a pricing adjustment to the current Shuttle Service Intergovernmental Service Agreement (IGSA #IGSA-A60TC-23-GAR-005).

Due to sustained growth in ridership demand, shuttle operations are transitioning from occasional overflow service to a permanent, scheduled morning route. This change represents a significant and ongoing increase in service hours and operational commitment.

To effectively support this service expansion while maintaining reliability and operational quality, we are requesting a 20% increase to the existing IGSA pricing structure. This adjustment will allow for continued cost control, improved service consistency, and strategic planning for future capital needs, including bus replacement.

A detailed breakdown of current and proposed costs, including scheduled annual increases, is provided in the attached document titled “Shuttle Services (IGSA #IGSA-A60TC-23-GAR-005).”

The proposed pricing adjustment is requested to take effect on May 16, 2026, and will apply to the remaining term of the current IGSA.

We appreciate your consideration of this request and look forward to continuing to provide reliable and efficient shuttle services. Please feel free to contact me directly with any questions or to discuss this proposal further.

Respectfully,

Gerald Hursh      [gdhursh@huachucacityaz.gov](mailto:gdhursh@huachucacityaz.gov)    520-581-4989

Contract Service Administrator and Transportation Director

**Shuttle Services (IGSA# IGSA-A60TC-23-GAR-005) Cost Amendment #1**

**Original Shuttle Services (IGSA# IGSA-A60TC-23-GAR-005)**

POP Date	Year 1 (16 Mar 23)	Year 2 (16 Mar 24)	Year 3 (16 Mar 25)	Year 4 (16 Mar 26)	Year 5 (16 Mar 27)	Year 6 (16 Mar 28)	Year 7 (16 Mar 29)	Year 8 (16 Mar 30)	Year 9 (16 Mar 31)	Year 10 (16 Mar 32)
<b>Personnel Cost</b>	\$ 180,595.00	\$ 186,012.85	\$ 191,593.24	\$ 197,341.03	\$ 203,261.26	\$ 209,359.10	\$ 215,639.87	\$ 222,109.07	\$ 228,772.34	\$ 235,635.51
<b>Equipment and Insurance</b>	\$ 72,000.00	\$ 20,000.00	\$ 20,400.00	\$ 20,808.00	\$ 21,224.16	\$ 21,648.64	\$ 22,081.62	\$ 22,523.25	\$ 22,973.71	\$ 23,433.19
<b>Maintenance</b>	\$ 10,000.00	\$ 10,400.00	\$ 10,816.00	\$ 11,248.64	\$ 11,698.59	\$ 12,166.53	\$ 12,653.19	\$ 13,159.32	\$ 13,685.69	\$ 14,233.12
<b>Fuel</b>	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00
<b>Sub-Total</b>	\$ 269,875.00	\$ 223,692.85	\$ 230,089.24	\$ 236,677.67	\$ 243,464.01	\$ 250,454.27	\$ 257,654.68	\$ 265,071.64	\$ 272,711.74	\$ 280,581.82
<b>Admin</b>	\$ 21,590.00	\$ 17,895.43	\$ 18,407.14	\$ 18,934.21	\$ 19,477.12	\$ 20,036.34	\$ 20,612.37	\$ 21,205.73	\$ 21,816.94	\$ 22,446.55
<b>Total</b>	\$ 291,465.00	\$ 241,588.28	\$ 248,496.38	\$ 255,611.88	\$ 262,941.13	\$ 270,490.61	\$ 278,267.05	\$ 286,277.37	\$ 294,528.68	\$ 303,028.37

**Amendment #1 (20% Increase)**

Pop Date	Year 1 (16 Mar 23)	Year 2 (16 Mar 24)	Year 3 (16 Mar 25)	Year 4 (16 May 26)	Year 5 (16 Mar 27)	Year 6 (16 Mar 28)	Year 7 (16 Mar 29)	Year 8 (16 Mar 30)	Year 9 (16 Mar 31)	Year 10 (16 Mar 32)*
<b>Personnel Cost</b>				\$ 236,809.24	\$ 243,913.51	\$ 251,230.92	\$ 258,767.84	\$ 266,530.88	\$ 274,526.81	\$ 282,762.61
<b>Equipment and Insurance</b>				\$ 24,969.60	\$ 25,468.99	\$ 25,978.37	\$ 26,497.94	\$ 27,027.90	\$ 27,568.45	\$ 28,119.83
<b>Maintenance</b>				\$ 13,498.37	\$ 14,038.31	\$ 14,599.84	\$ 15,183.83	\$ 15,791.18	\$ 16,422.83	\$ 17,079.74
<b>Fuel</b>				\$ 8,736.00	\$ 8,736.00	\$ 8,736.00	\$ 8,736.00	\$ 8,736.00	\$ 8,736.00	\$ 8,736.00
<b>Sub-Total</b>				\$ 284,013.20	\$ 292,156.81	\$ 300,545.12	\$ 309,185.62	\$ 318,085.97	\$ 327,254.09	\$ 336,698.18
<b>Admin</b>				\$ 22,721.06	\$ 23,372.54	\$ 24,043.61	\$ 24,734.85	\$ 25,446.88	\$ 26,180.33	\$ 26,935.85
<b>Total</b>				\$ 306,734.26	\$ 315,529.36	\$ 324,588.73	\$ 333,920.47	\$ 343,532.85	\$ 353,434.42	\$ 363,634.04

\* Year 10 ends: 12 Mar 33



# Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616

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

## ORDINANCE NO. 2026-05

**AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE TITLE 3 “REVENUE AND FINANCE,” CHAPTER 3.05 “PROCUREMENT AND INVESTMENT,” TO ADOPT CHANGES TO PROCUREMENT REQUIREMENTS AND PROCEDURES BY SHIFTING RESPONSIBILITIES FROM THE TOWN CLERK TO THE TOWN MANAGER AND RAISING THE DOLLAR AMOUNT THRESHOLDS FOR THE VARIOUS PROCUREMENT METHODS.**

**WHEREAS**, the Town Council of the Town of Huachuca City has adopted by Resolution No. 84-002 a code known as the Town Code of the Town of Huachuca City, Arizona [the “Code”], and has amended and republished the Code from time to time, as authorized by A.R.S. 9-240 (B) (28) and Town Ordinance No. 15-02; and

**WHEREAS**, the Code, Chapter 3.05 “PROCUREMENT AND INVESTMENT,” establishes the requirements and procedures for procuring goods and services for the Town, as well as assigning procurement responsibility to the Town Clerk; and

**WHEREAS**, the Town Council has determined that it would be in the best interests of the Town and its residents to adopt certain amendments to the Town’s requirements and procedures for procuring goods and services and wishes to assign primary responsibility for procurement to the Town Manager; and

**WHEREAS**, as required by the Code, section 2.25.040, this Ordinance was first read at a public meeting of the Town Council on April 9, 2026, and at a subsequent meeting on April 23, 2026.

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

**SECTION 1.** The Code, Chapter 3.05 “PROCUREMENT AND INVESTMENT,” section 3.05.030 “Purchasing organization,” subsections (A) and (B) are amended with deletions in ~~strikeout text~~ and additions in underlined text, as follows:

**§ 3.05.030 Purchasing organization.**

A. The town clerk manager shall have full power and authority to serve as the town's chief administrative officer for the purchase of any and all supplies,

services, construction, insurance and other items required by the town, subject to the requirements of this code.

B. Specific Areas of Responsibility. The town clerk manager or duly authorized designee shall have the following specific areas of responsibility:

\* \* \* \*

**SECTION 2.** The Code, Chapter 3.05 “PROCUREMENT AND INVESTMENT,” section 3.05.040 “Methods of procurement,” subsections (A), (B) and (C) are amended with deletions in ~~strikeout text~~ and additions in underlined text, as follows:

**§ 3.05.040 Methods of procurement.**

All town procurement subject to this code shall be conducted by one of the means specified in this code. All contracts for purchases exceeding the sum of \$5,000 \$20,000 shall be submitted to the mayor and council for approval prior to signing the contract. Prior approval for the initiation of the bidding and procurement process shall not be required for purchases that are within the scope of a previously approved budget and for which the town clerk manager has determined that funds are available.

A. Formal sealed bids shall be required for the purchase of materials, supplies, equipment and other property with an estimated cost of \$10,000 \$100,000 or more. This process shall also be used for the purchase of those professional services with a cost that will equal or exceed this amount and for which there is no other authorized or required procedure.

B. Informal quotations may be used for the purchase of those materials, supplies, equipment and other property with an estimated cost of less than \$10,000 \$100,000 or for the purchase of professional services with an estimated cost of less than this maximum amount.

C. Direct solicitation may be used for the purchase of materials, supplies, equipment and other property with an estimated cost of less than \$5,000 \$20,000.

\* \* \* \*

**SECTION 3.** The Code, Chapter 3.05 “PROCUREMENT AND INVESTMENT,” section 3.05.080 “Other types of procurement,” subsections (C) and (D) are amended with deletions in ~~strikeout text~~ and additions in underlined text, as follows:

C. A contract may be awarded for materials, equipment or services without competition if the town clerk manager determines in writing that there is only

one source for the required materials, equipment or services. The town **clerk manager** shall require the submission of cost or pricing data in connection with any such contract. Sole source procurement shall be avoided except when no reasonable alternative source exists. A written determination of the basis for the sole source procurement shall be included in the contract file.

D. Emergency procurement may be authorized by the town **clerk manager** in appropriate **circumstance circumstances**. See Section 3.05.180.

\* \* \* \*

**SECTION 4.** The Code, Chapter 3.05 “PROCUREMENT AND INVESTMENT,” section 3.05.100 “Cancellation of invitations for bids or requests for proposals,” is amended with deletions in ~~strikeout text~~ and additions in underlined text, as follows:

**§ 3.05.100 Cancellation of invitations for bids or requests for proposals.**

When it is determined to be in the best interest of the town, any invitation for bids, request for proposals or other solicitation may be canceled or all bids may be rejected by the town **clerk manager** or designee or by the mayor and council.

**SECTION 5.** The Code, Chapter 3.05 “PROCUREMENT AND INVESTMENT,” section 3.05.120 “Prequalification of bidders or offerors,” is amended with deletions in ~~strikeout text~~ and additions in underlined text, as follows:

**§ 3.05.120 Prequalification of bidders or offerors.**

The town **clerk manager** may employ a method whereby suppliers seeking to provide particular types of supplies, services or construction may prequalify as responsible prospective contractors for such supplies, services or construction. Solicitation mailing lists of potential suppliers of such supplies, services or construction shall include, but shall not be limited to, such prequalified suppliers. Prequalification shall not foreclose a determination between the time of the bid opening or receipt of offers and the making of an award, that a prequalified supplier is not responsible or that a supplier who is not prequalified at the time of bid opening or receipt of offers is responsible.

**SECTION 6.** The Code, Chapter 3.05 “PROCUREMENT AND INVESTMENT,” section 3.05.180 “Emergency purchases,” subsection (A) is amended with deletions in ~~strikeout text~~ and additions in underlined text, as follows:

A. Notwithstanding any provisions herein, the town manager, town clerk or designee may purchase materials or services in the event of an emergency which poses an imminent danger to the health, safety and welfare of the employees or residents of the town for the purpose of ameliorating or dealing

with said emergency. In addition, the town manager, town clerk or designee may procure services they deem to be immediately needed to make repairs to town facilities and equipment, of up to ~~\$20,000~~ **\$35,000**, without prior approval of the town council.

\* \* \* \*

**SECTION 7.** Pursuant to the Code, section 3.05.190, any person who knowingly violates or solicits the violation of any of the provisions of this article wherein such action or inaction is deemed unlawful shall be deemed guilty of a misdemeanor and shall, on conviction thereof, be punished by a fine of not less than \$500.00.

**SECTION 8.** All ordinances, parts of ordinances, resolutions, parts of resolutions, policies, and parts of policies in conflict with the provisions of this Ordinance, or any part hereof, are hereby repealed.

**SECTION 9.** If any section, subsection or portion of this Ordinance is for any reason held to be invalid or unenforceable by the decision of a court of competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

**SECTION 10.** The Town Clerk is hereby directed, pursuant to the Code, sections 2.25.080 and 2.25.090, to post this Ordinance in three or more public places within the town and on the town's website, and to publish this Ordinance as required by A.R.S. 9-812; 9-813 and 39-204 (C)(3).

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, THIS 23rd DAY OF APRIL, 2026.

\_\_\_\_\_  
Johann Wallace, Mayor

ATTEST:

\_\_\_\_\_  
Brandye Thorpe, Town Clerk

Approved as to Form:

\_\_\_\_\_  
Thomas Benavidez, Town Attorney

# Town of Huachuca City

## PROCLAMATION NO. 2026-08

A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, DECLARING THE MONTH OF APRIL, 2026, AS FAIR HOUSING MONTH IN THE TOWN OF HUACHUCA CITY.

WHEREAS, The Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS, The Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS, discriminatory housing practices undermine the strength and vitality of America and its people; and

WHEREAS, housing choice impacts our children's access to education, our ability to seek and retain employment options, the cultural benefits we enjoy, the extent of our exposure to crime and drugs, and the quality of health care we receive in emergencies; and

WHEREAS, the Town of Huachuca City is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all.

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, 2026, as Fair Housing Month in the Town of Huachuca City.

PROCLAIMED by the Mayor of the Town of Huachuca City, Cochise County, Arizona, this 23rd day of April, 2026.

\_\_\_\_\_  
Johann R. Wallace, Mayor

ATTEST:

\_\_\_\_\_  
Brandye Thorpe, Town Clerk

*Thomas Benavidez*  
\_\_\_\_\_  
Thomas Benavidez, Town Attorney

# Town of Huachuca City

## PROCLAMATION NO. 2026-09

A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, DECLARING APRIL 24, 2026, AS "ARBOR DAY" IN THE TOWN OF HUACHUCA CITY.

WHEREAS, established in 1872, Arbor Day encourages the planting of trees in urban and wildland areas to protect, renew and manage our trees and forests, and to encourage a healthy ecosystem; and

WHEREAS, Arbor Day is observed throughout the nation and the world, and

WHEREAS, trees clean the air and produce the oxygen we breathe, while providing habitat for wildlife and helping to reduce soil erosion; and

WHEREAS, trees increase property values, and enhance the beauty and vitality of our community; and

WHEREAS, trees promote outdoor recreation which improves human health and well-being and are a source of renewal and enhance the aesthetic quality of life.

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 24, 2026, as "Arbor Day" in the Town of Huachuca City. I encourage all residents to celebrate Arbor Day by planting and caring for trees, and supporting the Town's efforts to protect the trees in our community.

PROCLAIMED by the Mayor of the Town of Huachuca City, Cochise County, Arizona, this 24th day of April, 2026.

\_\_\_\_\_  
Johann R. Wallace, Mayor

ATTEST:

\_\_\_\_\_  
Brandye Thorpe, Town Clerk

*Thomas Benavidez*  
\_\_\_\_\_  
Thomas Benavidez, Town Attorney