



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL WORK SESSION
OCTOBER 24, 2019 AT 6:00 PM
HUACHUCA CITY TOWN HALL
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

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

The meeting was called to order at: 6:00 pm
The Pledge of Allegiance was led by: Mayor Wallace

Roll Call

Individual	Position	Present	Absent
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem	X	
Debra Trate	Councilor	X	
Christy Hirshberg	Councilor	X	
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	
Matthew Williams	Town Manager	X	
Janine Collins	Town Clerk	X	
Thomas Benavidez	Town Attorney		X

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.

Call to Public: None

C.1 Business Before the Council - Mayor

C.1 Discussion Only [Mayor Wallace]: Council Review of Ordinance 2019-16 AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE BY ADDING NEW TITLE 16 "NEIGHBORHOOD PRESERVATION AND VACANT PROPERTY REGISTRY" TO ESTABLISH REGULATIONS FOR REGISTERING AND MAINTAINING FORECLOSED, ABANDONED AND VACANT PROPERTY WITHIN THE TOWN; TO ESTABLISH REGULATIONS FOR DECLARING AND ABATING SLUM AND BLIGHTED PROPERTY; TO ESTABLISH MINIMUM STANDARDS FOR THE CONDITION OF THE INTERIOR OF RESIDENTIAL BUILDINGS; TO ESTABLISH REQUIREMENTS FOR THE MAINTENANCE OF ALL RESIDENTIAL AND NONRESIDENTIAL BUILDINGS AND STRUCTURES OF ANY KIND, AND VACANT AND IMPROVED LAND; TO ESTABLISH REGULATIONS FOR GRAFFITI PREVENTION, PROHIBITION AND REMOVAL; TO PROHIBIT ACTS AND CONDUCT THAT DIMINISH QUALITY OF LIFE; AND ADOPTING ENFORCEMENT AND ABATEMENT PROCEDURES AND SANCTIONS FOR VIOLATIONS.

Motion C.1: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth	

- ▶ **Dr. Johnson: Chapter 16.15 outlines standards for property maintenance to include:**
 - ▶ **Onsite litter prohibited**
 - ▶ **Accumulation of vegetation (high weeds & hedges, dead vegetation, etc.) prohibited**
 - ▶ **Vacant lots also maintained free of high plant growth**
 - ▶ **Maintenance of alleys/front areas where sidewalks areas would be**
 - ▶ **Refrigerators or other such containers**
 - ▶ **Insect and rodent control**
 - ▶ **Outdoor storage**
- ▶ **Chapter 16.20 outlines standards for building maintenance to include:**
 - ▶ **Proper egress in case of a fire**
 - ▶ **Smoke detectors**

- ▶ Safe structures and equipment
- ▶ Maintenance of exterior surfaces
- ▶ Boarding of window/door openings as temporary only
- ▶ All buildings must have clearly visible address identification
- ▶ Chapter 16.25 outlines what classifies as an unsafe or dilapidated structure and equipment and measures Code Official can take to safeguard the public, such as:
 - ▶ Order a vacant building be secured to prohibit trespass
 - ▶ Order occupants to vacate an unsafe building and place a "Condemned" placard on the structure
 - ▶ Perform any necessary emergency repairs
 - ▶ Order repairs or demolition of a structure
- ▶ Chapter 16.30 outlines the procedure to prevent and remove graffiti, to include:
 - ▶ Graffiti is prohibited to remain on any visible structure or surface
 - ▶ Once notified, graffiti must be removed within 10 days
 - ▶ If not removed, Town is authorized to remove graffiti
- ▶ Chapter 16.35 outlines how a residential rental property can be designated as "Slum Property" and the remedies to remove this designation, such as:
 - ▶ If required repairs are performed within 30 days, Slum designation can be withdrawn
 - ▶ If repairs are not done, Slum designation can be recorded with the County Recorder and shall run with the land
 - ▶ Town is authorized to seek appointment of a temporary receiver of the property
 - ▶ Town can file a lien on the property to recover any costs incurred
- ▶ Chapter 16.40 outlines what constitutes a public nuisance
 - ▶ All buildings, structures and premises are required to be maintained so as not to pose a threat to the health and safety of any person.
 - ▶ Any public nuisance subjects the building, structures or premises to abatement
- ▶ Chapter 16.50 outlines the different methods that can be used to enforce Title 16 and the appeals process:
 - ▶ Code Official is defined to include, peace officer, fire code official, building official or anyone else designated by the City Manager
 - ▶ Methods used for enforcement range from voluntary compliance to issuance of a Notice of Violation to issuance of a Police citation to Court order abatement.
 - ▶ Some violations qualify for an "administrative" appeal, which is heard by the Code Official and does not require a fee
 - ▶ Appeal to the Board of Adjustment is also available
- ▶ Chapter 16.60 outlines the requirements for a Foreclosure and Vacant Property Registry
 - ▶ Applies to all property within the Town, to include residential and commercial property
 - ▶ Provides Town officials with contact information
 - ▶ Foreclosure Entities required to designate a Property Manager to keep the property maintained and secured
 - ▶ Makes property owners accountable for the maintenance of their vacant properties

C.2 Discussion Only [Mayor Wallace]: Town Department Goals Planning Session. All Town Departments including Administration, Police, Landfill, Public Works, Library/Community Services, Court, Fire, Building Regulation, Pool, Bus, Senior Center, Water, Sewer, and Town Savings accounts may be discussed.

Motion C.2: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Trate	

Fire Department Goals:

1 year goals

- Renew Whetstone IGA or RFP for Fire Services
- After new IGA sell or lease Town firetrucks
- Remove utilities from IGA
- Work for increased ISO rating

5 year goals

- Consider Town being annexed into Whetstone Fire District
- Obtain CON for Town fire contractor

Mayor Wallace: The contract with Whetstone fire ends Dec 2020, we need to start looking at what we want to do. Do we want to renew the contract or do we want to reestablish our own.

Mayor ProTem Johnson: I would like more updates from the fire department.

Mayor Wallace: Something we would have to think about if we would want to reestablish our fire department it would be a large expense and we would start our ISO all over again.

Manager Williams: I would recommend you not bring your fire services back in house, it would be a huge expense. If you would switch to anyone else you would have start the ISO all over again. I would also look into if you want to keep leasing Whetstone fire the trucks that we do have. Whetstone has just ordered two brand new trucks. After they get the trucks they will be giving us back one which should just be sold because of the cost of repairs. We would also look into not paying for their utilities. A CON is the right to provide ambulance service, this is where the money is made. The Town could consider taking the CON from Fry fire and giving it to Whetstone Fire and then it should be taken into the price of the IGA. And I would look at what would happen if Fire department would annex the town into their district, what would be the cost to the residents.

Town Bus Goals:

1 year goals

- Obtain Legacy Foundation funding to rebuild bus line connector service.
- Rebuild bus line to 5310/5311 grant standards.

5 year goals

- Operate bus service to grant standards
- Add additional bus stop locations
- Replace buses with grant funding

10 year goals

- Expand bus service to Benson

Court: Currently the court clerk is split between court and admin, this was done because there was just not enough work for a full time court clerk.

Pool: If town council uses CGBD funds for parks, I would recommend to replace the liner and pumps. Maybe even replace it with a splash pad, there are pros and cons to both.

Savings account: [Mayor Wallace] We get a daily update so we can see it's slowly adding up. Our HURF fund now has \$80,000 in it now.

D. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Meeting Adjourned: 6:46 pm

Approved by Mayor Johann R. Wallace on November 14, 2019.


Mr. Johann R. Wallace
Mayor

Attest:


Ms. Janine Collins,
Town Clerk

Seal:



Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on October 24, 2019. I further certify that the meeting was duly called and a quorum was present.


Ms. Janine Collins,
Town Clerk