



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
July 14, 2022 AT 6:00 PM  
COUNCIL CHAMBERS  
500 N. GONZALES BLVD.  
HUACHUCA CITY, AZ 85616**

## AGENDA

### **A. Call to Order – Mayor 6:00pm**

- a. Pledge of Allegiance

**Mayor Wallace.**

- b. Roll Call and Ascertain Quorum

**Roll Call.**

**Present: Johann Wallace, Jeffrey Ferro, Cynthia Butterworth, Debra Trate, Keith Settlemyer, Christy Hirshberg, Attorney Thomas Benavidez (not voting), Manager Harvey (not voting), Clerk Brandy Thorpe (not voting).**

**Absent: Jean Smelt**

- c. Invocation  
**Elder Thomas**

*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 June 23, 2022, the Special Session held on June 30, 2022, and the Public Hearing/Special Session on July 7, 2022.

C.2 Consider approval of the Payment Approval Report.

**Motion:** Consent Agenda, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Councilmember Ferro asks if the Town Clerk made the single correction to the minutes that he had discussed with her which was a copy and paste error. Clerk Thorpe confirms that she did.

**Motion:** Items listed on the Consent Agenda, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

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

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

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

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

**E.1 Discussion and/or Action [Suzanne Harvey]: Demonstration of GoGov software and mobile application to support access and communication with members of the public. Manager Harvey will also provide an update on implementation of the system.**

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

Kevin Strauss gives a virtual presentation of the features of the GoGov software and how it will help improve resident/staff communication and staff/staff communication regarding questions/complaints/suggestions.

Manager Harvey advises that there is one more staff training needed and some IT work to get the link on the website. The app is available for download now on Apple and android and is operational. She further advises that they have provided marketing materials for us to use to make sure to get the word out. It will be on Facebook and in the newsletter as well.

Mayor Wallace asks that it be made clear in the ap what the privacy policy is because right now there is nothing about that.

**E.2 Discussion and/or Action [Suzanne Harvey]: Approval of a proposal from the Fraternal Order of Police for use of the Town's building located at 813 Arizona Street for a haunted house.**

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

Marcus Anderson from the Fraternal Order of Police speaks about their annual haunted house fundraiser event and explains that in exchange for use of the building they will do a lot of cleaning of both the building and the property, as well as donate a portion of the proceeds back to the Town for the Holiday Gift Basket program.

**Motion: The proposal from the Fraternal Order of Police for the use of the Town's building located at 813 Arizona Street for a haunted house and Direct Staff to begin the process of drafting the memorandum of understanding, Action: Approve, Moved by Johann Wallace, Seconded by Cynthia Butterworth.**

**Motion passed unanimously.**

**E.3 Discussion and/or Action [Mayor Wallace]: Report from Fire Chief Mark Savage concerning the transition to the fire protection and emergency medical services of Fry Fire District.**

**Motion: Item E.3, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Christy Hirshberg.**

Fire Chief Mark Savage talks about the transition and calls for the month of June. A fourth firefighter has been hired and is going through all the training at this time. He also gives an update on the status of the Town's equipment. The mechanic will continue working on the equipment and getting it all up to date on inspections. The grant process is moving forward and installation will probably start in August. Smoke detectors are available to the residents free of charge. Fire staff need to install them in the residences. Bunker gear will be purchased through a grant from the 100 Club of Arizona. He gives kudos to everyone involved in the 4<sup>th</sup> of July and states that interagency coordination was spectacular.

**E.4 Discussion and/or Action [Mayor Wallace]:** Reminder of the official means of communication between town staff and the council.

**Motion:** Item E.4, **Action:** Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Jeffrey Ferro.

Mayor Wallace reminds everyone that the official method of communication between staff and Council is via email. All meetings and events will be advised through this media. If there is an emergency, staff will of course call Council. Regular staff hours are 8-5 Monday thru Friday. Staff should not get calls after hours unless it is an absolute emergency. He also reminds Council that there should not be communication regarding action items outside of Council Meetings. All of that kind of conversation should be held in public Council meetings to prevent any potential violations of the Open Meeting Law.

**E.5 Discussion and/or Action [Suzanne Harvey/ Dr. Jim Johnson]:** Approval to begin a revision of the Town's residential building code.

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

Manager Harvey advises that this came up based on a concern of a resident. Mayor Wallace had already asked that this be looked at to see where we are more stringent than State law however the timeline needs to be sped up since there is a concern brought by a resident.

Dr. Jim Johnson speaks about the code and the difference between Town Code and the International Residential Code adopted by the Town.

It is discussed that even though the Town chose to adopt the International Residential Code, they can choose select items in that and remove them and/or add more to it through Town Code.

Mayor Wallace states that his concern is the amount of complaints he and other Council members have received. He also states that one thing he has heard over and over is that Dr. Johnson is difficult to work with. He advises that we have things in our Town Code that are more stringent than even State Law. That is why it needs to be looked at and changed if it is more restrictive/stringent than State Law. We should not be making things more difficult for residents or new businesses. We should be making things more welcoming. He asks about specific things in Town Code and what they mean.

Councilmember Ferro asks if there is a list of what requires a building permit.

Dr. Johnson advises that it is in the International Residential Code book.

Mayor Wallace states that that doesn't help residents because they don't have that book and he has looked and could not find one online that he didn't have to pay for. The information should be available to our residents so that they can look it up themselves.

Manager Harvey reminds everyone that Dr. Johnson has to enforce the code as it is written now. That is why we need to look at revising the Code.

Mayor Wallace agrees with Manager Harvey and states that he is doing exactly what he is supposed to do, which is to enforce the Code as written. We need to fix our Code to make it easier to understand.

**Motion:** To begin the process of correcting our Town Code to make that peace we are talking about for residential properties be in line with State law and begin scheduling work sessions to discuss our residential code, building code and take it piece by piece and review it, **Action:** Direct Staff, Moved by Johann Wallace, Seconded by Jeffrey Ferro.  
**Motion passed unanimously.**

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

Councilmember Butterworth advises that the SVMPO meeting was last week. The Board of Directors had some changes and she is now Vice Chair. The long term transportation project has been axed at the State legislation level. The SVMPO will attempt to re-submit a different way. The Skyline project is on the long term transportation list. Food distribution is tomorrow. Councilmember Settlemyer applauds the 4<sup>th</sup> of July event. He was at the Veterans Memorial Wellness Park with the designer.

Councilmember Trate attended the Hispanic Mixer. The next one is July 29<sup>th</sup>. Everything is moving ahead for the thing on September 14<sup>th</sup> with the Arizona Corporate Commission. Cool FM will be there in addition to the Facebook live stream.

Mayor Pro Tem Hirshberg advises she went to the Sierra Vista Chamber of Commerce breakfast and provided an update of what is going on in the Town.

Mayor Wallace was invited and went to Sonora Fest. It was awesome.

**G. Adjournment**

**Motion:** 7:22pm, **Action:** Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg.  
**Motion passed unanimously.**

Approved by Mayor Johann R. Wallace on July 28, 2022.

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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 July 14, 2022. I further certify that the meeting was duly called and a quorum was present.

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Ms. Brandye Thorpe,  
Town Clerk