



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
November 10, 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, Keith Settlemeier, Christy Hirshberg, Debra Trate, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (Not voting), Town Attorney Thomas Benavidez (Not voting).

Absent: Jean Smelt.

c. Invocation

Elder Thomas leads the 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.

Mayor Wallace there is one call to the public, since it is for an Agenda item, it will be held until that item is reached.


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 October 27, 2022 and the Work and Special Sessions held on November 3, 2022.

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** Jeffrey Ferro.

 **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 [Chief Thies]: Approval of Police Department and Animal Control participation in the Sierra Vista Chamber of Commerce Christmas Parade.

 Motion: Item E.1, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Debra Trate.

Chief Thies advises that Corporal Olivas will be in his Tahoe and Animal Control Officer Hursh will be in the Animal Control truck. He states that the entry fee is \$85, which is discounted due to the Town's membership in the Chamber.

 Motion: The Police Department and Animal Control participating in the Christmas Parade, Action: Approve, Moved by Johann Wallace, Seconded by Christy Hirshberg.
Motion passed unanimously.

E.2 Discussion and/or Action [Stephanie Fulton]: After Action Review of the Town's Annual Creepy Candy Crawl and presentation of awards to the top 3 of the best decorated trunk/table contest.

 Motion: Item E.2, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Cynthia Butterworth.

Stephanie Fulton provides a review of the event, including input from staff that the event should be held at this location each year instead of the previous decision to rotate between the Senior Center/Library and the Community Center.

 Motion: Keep the Creepy Candy Crawl down at the Community Center, Action: Direct Staff, Moved by Johann Wallace, Seconded by Jeffrey Ferro.
Motion passed unanimously.

Mayor Wallace presents certificates to the top three best decorated for the following placements"

1st- Tie between Keith Arnett and Dana Cole, Kyson Arnett accepts on behalf of his grandfather, Dana Cole was unable to attend

2nd- Healthy Huachuca

3rd- Huachuca City Community Garden

E.3 Discussion and/or Action [Stephanie Fulton]: Review of plans for the Town's Annual Polar Express event.

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

Stephanie Fulton advises that the event will be after the tree lighting ceremony. The plan is to be able to have it at the park, as long as construction in the park does not interfere. Access to Santa will be better controlled this year.


Councilmember Trate asks that some better lighting be added to the parking lot to prevent tripping hazards.

Stephanie Fulton also asks for a volunteer to be the conductor.

E.4 Discussion and/or Action [Brandye Thorpe]: Review of plans for the Town's Annual Christmas Parade and approval of the proposed road closures for the event.

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


Clerk Thorpe advises the parade is on December 10th this year. Route and road closures will remain the same as in the past. No changes to previous years.
Mayor Wallace suggests that the bus be available to bring people back up.

 **Motion: The road closures for the Christmas Parade, Action: Approve, Moved by Johann Wallace, Seconded by Jeffrey Ferro.**
Motion passed unanimously.

E.5 Discussion and/or Action [Brandye Thorpe]: Review of plans for the Town's Annual Tree Lighting ceremony.

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


Clerk Thorpe advises the tree lighting will be on December 9th at 6pm. We will continue to use the tree by the fire department, for this year at least. Discussion has been had about moving it to the large tree in the park now that electric is available, however there would be a problem getting enough lights. Next year we can review and make a decision.

 **Motion: Plans for the tree lighting ceremony, Action: Approve, Moved by Johann Wallace, Seconded by Cynthia Butterworth.**
Motion passed unanimously.

E.6 Discussion and/or Action [Suzanne Harvey]: Approval of a grant agreement with the Arizona Department of Emergency and Military Affairs [AZDEMA] for purchase of a Huachuca City Police Department fully equipped patrol vehicle and mobile radios.

 **Motion: Item E.6, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Cynthia Butterworth.**

Chief Thies advises this is a grant received by the department for a 2021 vehicle and two mobile radios valued at about \$7,000.00 each. This is a reimbursable grant.

 **Motion: The grant agreement with AZDEMA, Action: Approve, Moved by Johann Wallace, Seconded by Jeffrey Ferro.**
Motion passed unanimously.

E.8 Discussion and/or Action [Stephanie Fulton]: Review of plans for the Holiday meal at the Senior Center.

 **Motion: Item E.8, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Cynthia Butterworth.**

Stephanie Fulton advises the meal will be on December 7th from 11am-1pm. The cost will be \$8/person and it will be catered by Landmark Café.

E.9 Discussion and/or Action [Zoning Administrator and Town Attorney]: Discussion and/or Action Second Reading and Formal Adoption of Ordinance 2022-10 AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE TITLE 18 “ZONING,” CHAPTER 18.20 “CONDITIONAL USES”, CHAPTER 18.35 “R-1 RESIDENTIAL DISTRICTS,” SECTION 18.35.030 “PERMITTED CONDITIONAL USES”, CHAPTER 18.40 “R-2 RESIDENTIAL DISTRICTS”, SECTION 18.40.010 “USES AND STRUCTURES”, CHAPTER 18.45 “R-3 RESIDENTIAL DISTRICTS”, SECTION 18.45.010 “USES PERMITTED”, CHAPTER 18.50 “R-4 RESIDENTIAL DISTRICTS”, SECTION 18.50.010 “USES PERMITTED”, CHAPTER 18.75 “B/C - GENERAL BUSINESS/COMMERCIAL DISTRICT” TO MAKE CHANGES CONCERNING CONDITIONAL AND PERMITTED USES.

 **Motion: Item E.9, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Cynthia Butterworth.**

Dr. Jim Johnson reviews the key changes.

Mayor Wallace recognizes Bill Stein for his Call to the Public.

Mr. Stein addresses a clarification of terms regarding accessing electrical or sewer from residential streets and also electrical generation.

This concern is discussed, and the determination is made to proceed the way it is already written.

 **Motion: Ordinance 2022-10, Action: Adopt, Moved by Johann Wallace, Seconded by Jeffrey Ferro.**

Motion passed unanimously.

E. Reports of Current Events by Council

Councilmember Butterworth advises there is no SVMPO meeting until February. She was at the Council table at the Creepy Candy Crawl. Healthy Huachuca meeting was held. She invites everyone to attend. Sundays there is the walk, everyone is invited to participate.

Councilmember Settlemeyer states that it is Indian Heritage Month and he has a map that shows the Indian village is noted as Huachuca Village. Historically there were Indians here. The artifacts are stored and can be viewed.

Mayor Pro Tem Hirshberg attended the Candy Crawl and gave out age appropriate books and had a good time. She advises of the upcoming Thanksgiving meal and asks if there is anybody

that doesn't have a chance to have a Thanksgiving meal this year we are partnering to a meal, deliveries are available. It will be at the Lions Club the day before Thanksgiving. We have gotten some donations, including LectraServ who donated \$500. Mayor Wallace states the Creepy Candy Crawl was awesome. He, along with Suzanne and Stephanie, met with Cox Communications and did an interview with them. During that conversation, found out ADOT may be holding them up right now. Make sure you thank a veteran for Veteran's Day tomorrow. He will be representing the Town at the ceremony in Sierra Vista tomorrow. They also have their parade at 9am.

G. Adjournment

Motion: 6:46pm, Action: Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg. Motion passed unanimously.

Approved by Mayor Johann R. Wallace on December 8, 2022.

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 November 10, 2022. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,

Town Clerk