



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
January 9, 2025 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, Cynthia Butterworth, Danielle Cardella, Debra Trate(via phone), Nallely Arreola, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

**Absent:** Christy Hirshberg,

- 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 December 12, 2024.

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 Cynthia Butterworth.**

**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**

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.

Mayor Wallace advises that he will be changing the order of the Meeting.

**E.3 Discussion and/or Action [Suzanne Harvey]: Presentation of a certificate of appreciation to Sergeant Ryan Fariss, for his service in the Community Garden.**

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

Mayor Wallace presents Sergeant Ryan Fariss with a certificate of appreciation and reads a letter of appreciation as well.

**E.4 Discussion and/or Action [Suzanne Harvey]: Presentation of awards for best decorated house for Upper and Lower Huachuca City.**

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

**Mayor Wallace presents an award to Frank and Nancy of 408 Third Street in Upper Huachuca City. Neither one of them could make it tonight.**

**Mayor Wallace presents an award to Thomas and Brooke of 126 Navajo Street in Lower Huachuca City. Brooke is present to accept the award.**

**E.2 Discussion and/or Action [Mayor Wallace]: RESOLUTION NO. 2025-02 - A RESOLUTION OF THE MAYOR AND COUNCIL, APPROVING AND ADOPTING A MINOR GENERAL PLAN LAND USE AMENDMENT TO CHANGE THE LAND USE FROM “COMMERCIAL” TO “MULTI-FAMILY RESIDENTIAL” FOR AN APPROXIMATELY 2.64-ACRE SITE, LOCATED AT 712 N. GONZALES BLVD., OTHERWISE KNOWN AS COCHISE COUNTY PARCEL NO. 10647024, TO BRING THE PROPERTY’S EXISTING AND LAWFUL USE INTO CONFORMANCE WITH THE TOWN’S LAND USE MAP, AS DESCRIBED IN CASE NO. GP2024-01.**

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

**Mayor Wallace advised that there was just a Special Meeting regarding this amendment.**

**Motion: RESOLUTION NO. 2025-02 Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth.  
Motion passed unanimously.**

**E.1 Discussion and/or Action [Mayor Wallace]: Interviews of applicants to fill the vacant Council seat. Following the interviews, the Council might vote to appoint an applicant to fill the vacancy on the Town Council.**

**Motion: Item E.1 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.**

**Council interviews Joseph Ludi who was a late applicant to fill the vacant seat. If chosen, he would not be able to take his seat tonight.**

**Council interviews Geovona Thompson. She would be able to be sworn in and take her seat tonight.**

**Motion: Geovona Thompson to fill the vacant Council Seat Action: Appoint, moved by Johann Wallace, Seconded by Cynthia Butterworth.  
Motion passed unanimously.**

Mayor Wallace swears in Geovona Thompson and she takes her seat.

**E.5 Discussion and/or Action [Suzanne Harvey]: Overview by Paul Juhl, of Tierra Water Management, of the state and federal lead pipe inventory requirements for the Town's water system.**

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

Paul Juhl discusses the lead pipe inventory and the process and requirements for completing them. He clarifies that this requirement does not mean that there are lead pipes, it means that we have to check. No lead has been found in the water samples in any year since we were required to test.

**E.6 Discussion and/or Action [Suzanne Harvey]: Approval to begin planning a retreat for Council and Department Heads to work on the Town's Strategic Plan.**

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

Manager Harvey explains that most cities and towns do this on an annual basis or at least a biannual basis. She states that in talking about this with Ruben, Mr. Benavidez and Department Heads, it is thought that this would be a good idea for Council and Staff to get together and discuss what the long term vision is and how we get there. We need to start planning further out, especially when it comes to the budget.

Councilmembers Trate, Thompson and Butterworth express concerns about the follow through and how beneficial it would be.

Councilmember Cardella thinks it would help with teambuilding and helping make better more informed decisions as a Councilmember.

Mayor Wallace has concerns that Department Heads won't speak as openly if Council is also present. He would like staff to work on this and present it to Council.

Manager Harvey wants Council input so that Staff isn't working on things and spending time on projects/plans that Council doesn't want done.

Manager Harvey also believes that Council needs to be able to openly speak between each other and staff and this is an opportunity for that.

Mayor Wallace also has concerns about Open Meeting Law.

Mr. Benavidez advises that cities and towns do this all the time and he will make sure that we stay within the law.

**Motion: Go forward with scheduling the retreat to work on the Town's Strategic Plan Action: Direct Staff, moved by Johann Wallace, Seconded by Cynthia Butterworth.**  
**Motion passed unanimously.**

**E.7 Discussion and/or Action [Stephanie Fulton]: Approval of a Memorandum of Understanding Between United Way of Tucson and Southern Arizona and Huachuca City Library for Volunteer Income Tax Assistance (VITA) hosting at the library.**

**Motion: Item E.7 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.**

**Mayor Wallace confirms that this is the same free service as in prior years.**

**Motion: A Memorandum of Understanding Between United Way of Tucson and Southern Arizona and Huachuca City Library for Volunteer Income Tax Assistance (VITA) hosting at the library. Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth. Motion passed unanimously.**

**E.8 Discussion and/or Action [Suzanne Harvey]: Approval to rent a Scraper Tractor for landfill operations.**

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

**Concerns are addressed as far as why our Scraper is down again and we have to spend money on a rental again. Manager Harvey advises that if our scraper gets fixed, we will return the rental prior to the one month she is asking for currently.**

**Motion: the rental of a Scraper Tractor for landfill operations for 1 month Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth. Motion passed unanimously.**

**E.9 Discussion and/or Action [Suzanne Harvey]: Approval of repairs to the Town's Caterpillar 613 Scraper Tractor.**

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

**Council expresses their displeasure at the fact that the scraper is down again. This failure is due to negligence/neglect. Manager Harvey advises that disciplinary action is being taken. Mayor Wallace wants the problem fixed, he doesn't care how.**

**Motion: repairs to the Town's Caterpillar 613 Scraper Tractor in an amount not to exceed \$35,000.00 Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth. Motion passed unanimously.**

**E.10 Discussion and/or Action [Mayor Wallace]: RESOLUTION NO. 2025-01 - A RESOLUTION OF THE MAYOR AND COUNCIL, IDENTIFYING THOSE OFFICERS LEGALLY EMPOWERED TO PROVIDE INSTRUCTIONS AND SIGN DOCUMENTS ON BEHALF OF THE TOWN RELATING TO THE TOWN'S ACCOUNTS WITH US BANK NATIONAL ASSOCIATION.**

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

Mayor Wallace explains that this is because no one currently with the Town has access to this account and we need to get it fixed.

**Motion: RESOLUTION NO. 2025-01 Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth.**  
**Motion passed unanimously.**

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

**Councilmember Butterworth-** Was at the Polar Express. Also rode in the parade. Dec. 17<sup>th</sup> SVMPO board meeting. Dec. 19<sup>th</sup> attended the dinner for the state transportation board, then on the 20<sup>th</sup> went to the board meeting. Food distribution and the Holiday Gift basket event were also on the 20<sup>th</sup>. On January 29<sup>th</sup> there is another MPO meeting. Still don't have an alternate so if anyone would like to do that, you would not be a voting member.  
**Mayor Wallace-** Projects at Hunt park finally getting worked on. ADOT started on the highway out by the checkpoint. Hispanic Chamber mixer tomorrow evening. Saturday is the New Year Reception with the NetCom CG. Mayor Manager Meeting at Gunny's Barbecue at the end of January.

**Councilmember Cardella-** Legacy Foundation 2024 annual report. They have funded some kitchens and we should look at that for our Activity Center.

**Councilmember Trate-** Nothing to report

**Mayor ProTem Hirshberg-** Not in attendance

**Councilmember Arreola-** Nothing to report

**Councilmember Thompson-**Nothing to report

#### **G. Adjournment**

**Motion: To Adjourn, Action: Adjourn, Moved by Johann Wallace, Seconded by Cynthia Butterworth.**

Motion passed unanimously.

Approved by Mayor Johann R. Wallace on January 23, 2025.

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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 January 9, 2025. I further certify that the meeting was duly called and a quorum was present.

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Ms. Brandye Thorpe,  
Town Clerk