



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
January 22, 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, **Debra Trate**, Danielle Cardella, Cynthia Butterworth, Geovona Thompson, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

Absent: Christy Hirshberg, Nallely Arreola

- 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.

Andre Newcob speaks about options for a Thanksgiving meal.

Lonnie Brock speaks about the crosswalk by Circle K and the danger it poses since the lights are not visible. He wants something safer to be installed.

Tami Ackerson speaks about the crosswalk and her daughter being hit while using it properly. Cars do not see the lights and stop. She wants something better and safer in place.

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 Meeting held on January 8, 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 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.

E.1 Discussion and/or Action [Mayor Wallace]: Presentation of awards for best decorated holiday homes.

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

Mayor Wallace presents the award to one of the four winning homeowners. The final winning homeowners chose not to attend, the award will be given to them outside of a Council meeting.

E.2 Discussion and/or Action [Suzanne Harvey]: Authorization to acquire heavy equipment/rolling stock for the landfill in the approximate amount between \$1,899,878.47 and \$2,549,916.28.

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

**Motion: To acquire heavy equipment/rolling stock for the landfill in the approximate amount between \$1.9 million and \$2.6 million. Action: Authorize staff, moved by Johann Wallace, Seconded by Cynthia Butterworth.
Motion passed unanimously.**

E.3 Discussion and Action [Town Attorney/Planning Official]: Preapproved Standard Housing Design Plans. Senate Bill 1529, enacted in 2025, mandates that Arizona municipalities either create standard preapproved housing design plans or establish a preapproved housing design plan program for single-family, duplex, triplex, and ADU (Accessory Dwelling Unit) housing.

Staff seeks Council direction on whether to: A) engage a design professional/s to create standard preapproved housing designs; or B) implement a preapproved housing design plan program. Staff recommends the latter approach (B) [establishing a program] as a less costly means of complying with the legislation.

This program approach requires the Town to establish an online [on our website] list of pre-approved housing design plans. Anyone could submit plans for our consideration for pre-approval, and we could also list plans that have been pre-approved by other municipalities or state agencies.

Either approach will require that we make changes to our code to comply with the legislation.

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

Attorney Benavidez explains that this is a state requirement and we need to be in compliance. Dr. Jim Johnson gives the following presentation:

SB1529 Permit-Ready Housing Plan

Options

Option A: Hiring Architect(s)

Municipality undertakes procurement process to hire architect(s) for the development of housing design plan sets that are available to the public.

Municipality selects the architect(s) and enters contract(s). The contract grants to the city and the public the rights to use the plans.

Architect submits plan sets to city staff for pre-review. Architect pays plan review fees. Depending on the municipality, an architect may also be required to meet with staff and integrate staff feedback into plan sets.

Staff reviews the plan sets for compliance.

Municipality posts pre-approved plan sets to online library.

Property owner selects pre-approved plan set and goes through site planning and permitting process. Property owner pays fees for site planning and permitting.

Option B: Online Library

Municipality creates application process to accept proposed housing design plan sets from architects for the municipality's online library.

Architects submit housing design plan sets to a municipality for "pre-review" (before architect is selected by a client). Architects pay plan review fees as they typically would for any other project.

Staff reviews plan sets for compliance with local codes and requirements.

Once plan sets are deemed compliant by municipal staff, the plan sets are added to an online library on the municipality's website.

Property owners contact architect directly to obtain the right to use a particular plan set.

Property owner goes through site planning and permitting processes. Property owner pays fees for site planning and permitting.

Council discusses.

Motion: To begin the process of the necessary code changes to comply with SB1529 and in particular option B to establish a program for pre-approved housing design plans **Action:**

Direct staff, moved by Johann Wallace, Seconded by Cynthia Butterworth.

Motion passed unanimously.

E.4 Discussion and/or Action [Town Attorney]: First Reading of Ordinance 2026-01 – AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL, AMENDING THE TOWN CODE TITLE 2 "ADMINISTRATION AND PERSONNEL," CHAPTER 2.55 "POLICE DEPARTMENT," SECTION 2.55.070 "FEES CHARGEABLE FOR CRIMINAL BACKGROUND CHECK BEFORE TRANSFER OF FIREARM," TO REPEAL A FEE CHARGEABLE FOR CRIMINAL BACKGROUND CHECKS BEFORE TRANSFER OF A FIREARM. [Code change required to align with state law, A.R.S. 13-3108 (A).]

Mayor Wallace does the first reading.

E.5 Discussion and/or Action [Town Attorney]: First Reading of Ordinance 2026-02 - AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL, AMENDING THE TOWN CODE TITLE 9 "PUBLIC PEACE, MORALS AND WELFARE," CHAPTER 9.20 "MINORS PROHIBITED FROM CARRYING OR POSSESSING FIREARMS," SECTION 9.20.020 "EXCEPTIONS," TO AMEND THE CIRCUMSTANCES UNDER WHICH MINORS MAY BE LAWFULLY IN POSSESSION OF FIREARMS. [Code change required to align with state law, A.R.S. 13-3108 (G)(2)(d).]

Mayor Wallace does the first reading.

E.6 Discussion and/or Action [Town Attorney]: First Reading of Ordinance 2026-03 – AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL, AMENDING THE TOWN CODE TITLE 18 "ZONING," CHAPTER 18.100 "SUPPLEMENTAL REGULATIONS," SECTION 18.100.210 "HOME BASED

BUSINESSES,” TO REMOVE THE PROHIBITION ON FIREARMS-RELATED HOME-BASED BUSINESSES.
[Code change required to align with state law, A.R.S. 13-3108 (A).]

Mayor Wallace does the first reading.

E.7 Discussion and/or Action [Police Chief/Town Attorney]: First Reading of Ordinance 2026-04 - AN ORDINANCE OF THE MAYOR AND COUNCIL, ADOPTING AMENDMENTS TO THE TOWN CODE, TITLE 6 “ANIMALS,” CHAPTER 6.05 “DOGS AND CATS,” CONCERNING EXPIRATION OF LICENSES AND VACCINATIONS; CHAPTER 6.10 “IMPOUNDING,” REMOVING REFERENCES RELATING TO THE TOWN’S ANIMAL SHELTER, WHICH THE TOWN NO LONGER HAS, AND REMOVING OTHER PROVISIONS RELATING TO ANIMAL IMPOUNDMENT AND ADOPTION; CHAPTER 6.15 “RULES AND REGULATIONS,” CONCERNING KEEPING CHICKENS; AND CHAPTER 6.30 “ANIMAL CAPTURE,” CONCERNING TRAPS.

Mayor Wallace does the first reading.

F. Reports of Current Events by Council

Councilmember Butterworth- Had the food distribution last month

Councilmember Cardella- Will attend the Governor Hobbs event on the 10th. Landfill is now accepting credit cards.

Councilmember Trate- Upper San Pedro Partnership meeting in February. Hopes to attend the Governor Hobbs event.

Mayor ProTem Hirshberg- absent

Councilmember Arreola- absent

Councilmember Thompson- no report

Mayor Wallace- May attend the Governor Hobbs event. Has the Mayor/Manager luncheon in Tombstone. Had a meeting with ADOT yesterday. They will be removing the crosswalk and adding a new one with a hawk overhead red light signal at Clark and 90.

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 February 12, 2026.

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 22, 2026. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk