



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY PSPRS Local Board  
January 13, 2023 AT 4:30 PM  
COUNCIL CHAMBERS  
500 N. GONZALES BLVD.  
HUACHUCA CITY, AZ 85616**

## AGENDA

### **A. Call to Order – Chair 4:30pm.**

#### **a. Pledge of Allegiance Chair Wallace**

#### **b. Roll Call and Ascertain Quorum**

#### **Roll Call.**

**Present: Johann Wallace (via Dialpad), Joe Hebert, Ashley Pietro (via Zoom), Kyle Arnett, Jose Olivas, Secretary Brandye Thorpe (Not voting), Attorney Andrew Apodaca (via Zoom, Not voting).**

### **B. Call to the Public**

Chair

*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**

Chair

*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 the 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 PSPRS meeting held on February 3, 2022.

**Motion: Item C.1, Action: Open for discussion and/or action, Moved by Johann Wallace, Seconded by Kyle Arnett.**

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

**Motion passes unanimously.**

E. **New Business before the Commission**

Chair

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

E.1 Discussion and/or Action [Chairman Wallace]: Introduction of Andrew Apodaca, Esq. as legal council for the local board.

**Motion: Item E.1, Action: Open for discussion and/or action, Moved by Johann Wallace, Seconded by Kyle Arnett.**

**Chair Wallace reminds the board that there was a change that required the board to have legal council separate from the Town attorney.**

**Attorney Apodaca states that PSPRS requires separate council for fear that the Town attorney is advising from the perspective of the Town and not what is in the best interests of the board and PSPRS as a system. He asks that the board members reach out if they have any questions. He advises that in the next couple of meetings, he will probably be recommendations to the board to make improvements. He does plan to attend in person to meet everyone when there is a more robust agenda.**

**Chair Wallace advises the board members to err on the side of caution and ask questions of the Attorney when acting on behalf of the board. His job is to make sure everything is done legally.**

E.2 Discussion and/or Action [Chairman Wallace]: Notification of pending audit of local board.

**Motion: Item E.2, Action: Open for discussion and/or action, Moved by Johann Wallace, Seconded by Kyle Arnett.**

Chair Wallace advises that there is a new audit procedure in place for PSPRS boards and we just happened to be lucky enough to be chosen as the first board to be audited. There is no action to be taken right now. There is an entrance conference scheduled soon with the auditors and we will get an idea of what they want to see from us. The point of this audit is to find out what we're doing right and what we're doing wrong and what we need to do to make improvements.

Attorney Apodaca advises that what they are looking for is vague at the moment but he believes that the next agenda item may be one of the things they are looking for.

E. 3 – Review consideration and possible adoption of Revised Uniform Model Rules, updated December 22, 2021.

**Motion: Item E.3, Action: Open for discussion and/or action, Moved by Johann Wallace, Seconded by Kyle Arnett.**

Chair Wallace states that these are updated Model Rules. There was some discussion prior to the meeting about whether we had already done this or not. If we did, there is no harm doing it again. If not, it needs to be done.

Attorney Apodaca advises that PSPRS put these model rules out. By adopting them, we are essentially doing what PSPRS has wanted all the boards to do. It just kind of lays out our obligations in dealing with membership and also sets some ground rules for the membership to follow as well. The secondary statement we prepared just adds a clause that states that we are adopting any future updates to this as well that way we don't have to do this again when the next revision comes out.

**Motion: the Revised Uniform Model Rules updated December 22, 2021, Action: Adopt, Moved by Johann Wallace, Seconded by Kyle Arnett.**

E. Reports of Current Events by Members- none

F. Police Chief's Report- none

G. Items to be placed on future agendas

H. Adjournment

**Motion: 4:44 pm, Action: Adjourn, Moved by Johann Wallace, Seconded by Kyle Arnett. Motion passed unanimously.**

Approved by Mayor Johann R. Wallace on , 2023.

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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 September 8, 2022. I further certify that the meeting was duly called and a quorum was present.

\_\_\_\_\_  
Ms. Brandy Thorpe,  
Town Clerk

DRAFT