



**MINUTES OF THE  
 HUACHUCA CITY TOWN COUNCIL  
 MEETING HELD  
 THURSDAY, AUGUST 8, 2019 AT 7:00PM  
 HUACHUCA CITY TOWN HALL-500 N. GONZALES BLVD.  
 HUACHUCA CITY, AZ 85616**

**AGENDA**

**A. Call to Order**

**Mayor**

- Pledge of Allegiance
- Roll Call and Ascertain Quorum
- 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.*

**The meeting was called to order at: 7:04**

**The Pledge of Allegiance was led by: Mayor Wallace**

**Roll Call**

<b><i>Present:</i></b>		<b><i>Absent:</i></b>	
Johann Wallace - Mayor	Christy Hirshberg – Council Member	Matthew Williams – Town Manager	Walt Welsch – Council Member
Pro Tem - Donna Johnson	Debra Trate – Council Member	Thomas Benavidez – Town Attorney	
Joy Banks – Council Member			
Cynthia Butterworth – Council Member			

**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.*

**Call to Public:**

**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.*

<b>Motion C: Open item for discussion and/or action</b>		<b>Action:Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Council Member Hirshberg</b>	

- C.1** Consider approval of the minutes of the Council meeting held on July 25, 2019.
- C.2** Consider approval of the minutes of the Executive session held on July 25, 2019.
- C.3** Consider approval of the Payment Approval Report in the amount of \$44,300.63.
- C.4** Consider approval of \$6620.78 for rental scraper while Town scraper was being repaired.
- C.5** Consider approval of payment of \$5228 for police academy expenses for new police recruit.
- C.6** Consider approval of payment of \$8690.98 for Office 365 G3 software package.
- C.7** Authorize the declaration as surplus property the flowing items, to be sold by auction or otherwise disposed of in accordance with Town Policy:
  - a.** 1969 Winnebago RV Vin # 6381931556

<b>Motion C:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Council Member Trate</b>	

**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.*

**D.1. Discussion and/or Action [Mayor Wallace]:** Council approval of Resolution 2019-25 to approve the installation of four stop signs at the intersection of Mohave and Navajo streets.

<b>Motion D.1: Open item for discussion and/or action</b>		<b>Action:</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Council Member Hirshberg</b>	

**Mayor Wallace:** This Resolution has the change we requested turning it from two stop signs to a four way stop.

<b>Motion D.1:</b>		<b>Action:</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Council Member Butterworth</b>	

**7:07 Mayor Wallace suspends rules for Invocation seconded by Hirshberg**

**The Invocation was offered by:** Mr. James Thomas

**7:09 Mayor Wallace reopens regular meeting, seconded by Mayor ProTem Johnson**

**E. New 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.1 Discussion [Spencer Forsberg] Fiscal year 2018-19 financial status and year-end close out presentation.**

<b>Motion E.1: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Council Member Butterworth</b>	

**Spencer Forsberg:** Good news, when we compare Fiscal Year 2019 to Fiscal Year 2018.

	<u><i>FY Gain/Losses</i></u>	<u><i>Change in Value</i></u>
<b>General fund:</b>	2019- \$-119,847.93 2018- \$-347,899.20	2019- \$216,065.12 2018- \$-11,986.15
<b>Water:</b>	2019- \$-94,285.02 2018- \$-222,749.90	2019- \$64,053.16 2019- \$-64,411.72
<b>Sewer:</b>	2019- \$-38,613.45 2018- \$-139,562.35	2019- \$42,426.52 2018- \$-58,522.38
<b>Garbage:</b>	2019- \$-22,712.59 2018- \$37,190.78	2019- \$9,682.47 2018- \$68,585.84
<b>Landfill:</b>	2019- \$47,878.58 2018- \$-472,388.26	2019- \$245,666.22 2018- \$-274,600.62

**Cumulative Net Profit/Loss:**

2019: \$-227,580.41  
2018: \$-1,145,408.93

**Change in Value: Increase of \$917,828.52**

**E.2 Discussion and/or action [Council member Banks]:** Council approval of Resolution 2019-26 to adopt an Intergovernmental Agreement (IGA) with the Arizona Department of Transportation [ADOT] to fund installation of an emergency pre-emption signal on Highway 90.

<b>Motion E.2: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</b>	

**Matthew Williams:** This is the Resolution for the installation of the emergency signal on Highway 90. We could see the work starting in January/ February time frame depending on the availability of poles. Since hurricane season has started and the demands for poles go up due to the fact that poles get damaged by the hurricanes and those get replaced first. This signal is for police and fire and we have requested that the lights

be red and that the poles are tall enough for the future when this becomes a full traffic intersection all we need to do is switch out lights.

**SVMPO Rep:** This is the first partnership with the Sierra Vista MPO with Huachuca City. HURF exchange from State fund the project so the town only has to match labor costs.

**Matthew Williams:** Can't beat the price of this project, working with other cities is how we get things like this done.

**Mayor ProTem Johnson:** So there will be three lights?

**SVMPO Rep:** Yes, two at the intersection and then one further down the hill as an advanced signal warning light.

<b>Motion E.2:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</b>	

**E.3 Discussion and/or Action [Manager Williams]:** Presentation and Council approval of Resolution 2019-27 adopting a plan and policy to fund the Town's Public Safety Personnel Retirement System (PSPRS) unfunded liability.

<b>Motion E.3: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</b>	

**Matthew Williams:** PSPRS was established so that police officers & fire department staff could retire at an age where could still safely perform their jobs. Town pays in 21.81% of annual police officer pay per police officer into retirement annually. Officers pay in between 7.65% and 11.65% depending on what tier they fall under. The Town has NO Fire Department PSPRS debt. Police officers pay retirement under 1 of 3 tiers. The Town has 4 police officers under this tier; they have needed to start by January 2011. We have 1 officer in tier 2, they had to have been hired from 01/01/12-06/30/2016. Tier 3, we have one officer in the Academy who will be in this tier. The Town bought its officers continuous prior years served in 2010 when Town entered PSPRS system. The Town pays its required contributions monthly as required. Yet the Town owes \$306,677 in unfunded liability. What created the unfunded liability three Main Factors: PSPRS is supposed to earn 7.3% in interest per year. During the Great Recession it made almost nothing. PSPRS plans for 3.5% income growth annually thru raises or thru additional officers. Town officers just received a 1% raise...their first raise in 6 years. Life expectancies...retired officers are living longer

**Joy Banks:** Why such a big change in survivor benefits?

**Matthew Williams:** The State made those changes.

**Mayor Wallace:** It's a shame that the people in tier 3 pay more but don't have survivor benefits.

**Matthew Williams:** The Town is actually 74.1% funded which is really good compared to many other towns. 100% funding by June 30, 2036 is required, in accordance with the amortization timeline set forth by the PSPRS June 30, 2017 Actuarial Valuation. We should start paying next year paying 17.3% annually to unfunded liability beginning with FY 2020-21. By paying 17.3% annually the unfunded liability will be zero by FY 2030-31. . I'm proposing we begin paying 17.3% on debt in FY 2020-21; lump sum annual payment. 17.3%=10% toward principal & 7.3% interest for a total of 17.3%. Will pay in full by 2030. Paying this plan by 2030 will save the Town \$662,873.76 vs waiting until 2036. Town will pay in a total of \$353,085.94 by FY 2030. If no payments made until 2036 the town would owe \$1,015,979.70. The Town could also seek a bond or financing to pay down the debt lump sum and pay a lower interest on financing.

**Council Member Butterworth:** Is this extra or is this everything annually?

**Matthew Williams:** This is on top of what we pay annually.

**Mayor Wallace:** Could we look into paying a flat amount every year?

**Matthew Williams:** Yes we can look into that instead of a percentage.

<b>Motion E.3:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Council Member Banks</b>	

**E.4 Discussion only [Mayor Wallace]:** Reminder of cancellation of August 22, 2019, Council meeting due to a scheduling conflict with the League of Arizona Cities and Towns conference.

<b>Motion E.4: Open item for discussion and/or action</b>		<b>Action: Reminder</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</b>	

**E.5 Discussion only [Mayor Wallace]:** First reading of Ordinance 2019-15, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 2 "ADMINISTRATION AND PERSONNEL" TO ADD PROVISIONS FOR ESTABLISHING A PUBLIC SAFETY PERSONNEL

**RETIREMENT SYSTEM (PSPRS) LOCAL BOARD IN TOWN CODE AND TO REFERENCE STATE STATUTORY REQUIREMENTS FOR PSPRS BOARDS.**

<b>Motion E.5: Open Item for discussion</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Council Member Hlrshberg</b>	

**Mayor Wallace:** AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE, TITLE 2 "ADMINISTRATION AND PERSONNEL" TO ADD PROVISIONS FOR ESTABLISHING A PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM (PSPRS) LOCAL BOARD IN TOWN CODE AND TO REFERENCE STATE STATUTORY REQUIREMENTS FOR PSPRS LOCAL BOARDS.

**E.6 Discussion Only [Director Harvey]:** Town 4<sup>th</sup> of July event after action report

<b>Motion E.6: Open Item for discussion and/or action</b>		<b>Action: Moved to Sept</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by:</b>	

**E.7 Discussion and or/Action [Clerk Collins]:** Council approval of resolution 2019-28 adopting the Arizona State Library's public records retention and destruction schedules for the Town's records.

<b>Motion E.7: Open Item for discussion and/or action</b>		<b>Action: Moved to Sept</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by:</b>	

**E.8 Discussion and/or Action [Mayor Wallace]:** First Reading of Ordinance 2019-14, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 2 "ADMINISTRATION AND PERSONNEL," TO CHANGE THE DUTIES OF THE POLICE CHIEF, TOWN MANAGER, TOWN CLERK, FINANCE CLERK AND TOWN COUNCIL; REMOVE PROVISIONS FOR K-9 OFFICERS; HAVE POLICE OFFICERS' AND ANIMAL CONTROL OFFICERS' PAY RATES ESTABLISHED BY THE TOWN MANAGER; AND AUTHORIZE THE TOWN MANAGER TO HIRE POLICE OFFICERS AND ANIMAL CONTROL OFFICERS BASED ON A NEED AND BUDGET AVAILABILITY.

<b>Motion E.8: Open Item for discussion and/or action</b>		<b>Action: Moved to Sept</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by:</b>	

**E.9 Discussion and/or action [Mayor Wallace:** Council approval for the creation of a Review Board or Advisory Commission for the Town Police Department.





<b>Motion E.9: Open Item for discussion</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</b>	

**Mayor Wallace:** To create a board if there are any complaints from citizens against the police station. Provide comment and recommendations on Huachuca City Police Department policy, procedure, and practice. This will be an ongoing discussion for future meetings.

**F. Reports of Current Events by Council:** Senior center will be open for coffee when the Chiricahua clinic is there.

**G. Items to be placed on future agendas:** 4<sup>th</sup> of July, Retention Resolution, and Reading of Ordinance 2019-14.

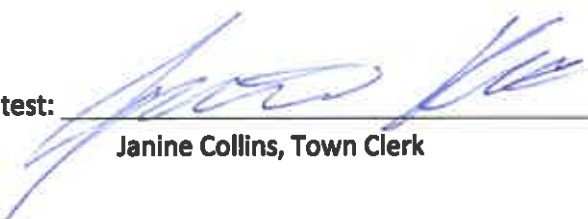
**H. Attached to Minutes:** Public comment submitted my email

**I. Adjournment: 8:06**

<b>Motion: to Adjourn</b>		<b>Action:</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</b>	

Meeting was adjourned at 8:06.

Approved by Mayor Wallace on September 12th, 2019

Attest:   
 Janine Collins, Town Clerk

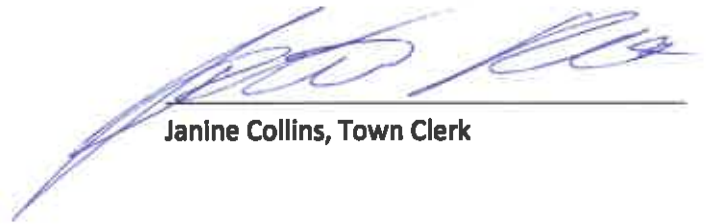
  
 Johann Wallace, Mayor



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 August 8, 2019. I further certify that the meeting was duly called and a quorum was present.



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Janine Collins, Town Clerk

