



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
June 11, 2020 AT 7:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum
- 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.

**The meeting was called to order at: 7:00 pm
The Pledge of Allegiance was led by: Mayor Wallace
The invocation was offered by: Chief Thies**

Roll Call

Individual	Position	Present	Absent
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem	X	
Debra Trate	Councilor	X	

Christy Hirshberg	Councilor	X	
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	
Jean Post	Councilor		X
Philip Cushman	Town Manager	X	
Janine Rustine	Town Clerk	X	
Thomas Benavidez	Town Attorney	X	

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 Council meeting held on May 28, 2020.
- C.2.** Consider approval of the minutes of the Council Work Session held on May 28, 2020.
- C.3** Payment to k12 handhelds in the amount of \$6,575.
- C.4.** Consider approval of the Payment Approval Report in the amount of \$121,857.65

Motion C: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

Motion C: Item C.1 & C.2		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

C.3 pulled for question:

Mayor ProTem: What is this cost for K12 Handheld?

Director Harvey: This is the grant money for the Digital History Project which we already received.

Motion C: Item C.3		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth	

C.4 pulled for question:

Ms. Banks: The payment approval reports don't match.

Manager Cushman: We had to add some invoices.

Clerk Rustine: The council packets were already made prior to the finished report that is why there is the extra handout with the new amount. The new amount was put on the agendas in the correct amount of time.

Motion C: Item C.4		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

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 Direction Only [Manager Cushman]: Budget Preparation – Staff will present a draft budget for Council discussion and/or direction to staff. All Town revenues and expenses may be discussed. The tentative budget will be adopted at a future public meeting

Motion E.1: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Trate	

Manager Cushman: What you have in front of you is the tentative budget. We were looking into cutting 5% we did not make it but we still managed to cut 1%. I would like to give our new finance director a chance to speak, she's not prepared to speak about the budget yet though.

Laura Wenc: I'm a local and I come from the County. I have a lot of different experience in different accounting from all over the Country.

**Manager Cushman:
Revenue**

	Current Actual	Future Year
Total Tax	\$653,248.19	\$639,971.21
Total Licenses and Permits	\$18,730.65	\$20,500.00
Intergovernmental Revenue	\$206,019.55	\$248,099.00
Charges for Service:	\$62,750.11	\$31,550.00
Total Fines:	\$99,718.15	\$108,500.00
Miscellaneous Revenue	\$660,235.39	\$897,119.00
Town Grants	\$120,449.29	\$2,837,197.79

Councilor Trate: What is the miscellaneous under the miscellaneous revenue?

Manager Cushman: We can look into that and see what exactly those accounts are.

Expenses

Council:	\$60,634.08	\$78,550.00
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General Admin:	\$325,089.77	\$352,113.00
Magistrate:	\$47,638.24	\$64,018.00
IT:	\$44,598.32	\$64,295.00
Police:	\$549,792.40	\$643,885.00

Mayor ProTem Johnson: What about the PSPRS it is \$0 this year.

Chief Thies: We moved it into employee benefits.

Animal Shelter:	\$31,878.37	\$6,500.00
Fire:	\$421,414.42	\$425,200.00
Building Regulation:	\$43,594.32	\$56,620.00
Public Works:	\$60,088.71	\$62,415.00
City Pool:	\$13,018.27	\$20,952.00
Summer Splash:	\$2,381.19	\$4,950.00
Parks & Recreation:	\$3,971.30	\$10,260.00
Library & Community Services:	\$97,044.09	\$120,988.00
City Bus	\$551.15	\$2,700.00
Senior Center	\$4,876.95	\$7,000.00
Town Grants	\$36,560.77	\$2,862,491.00
Total Revenue:		\$4,782,937.00
Total Expenditure:		\$4,782,937.00
Fire Truck Fund	\$0	\$0

Water Fund

Water Revenue	\$319,282.19	\$333,470.00
Water Expenditures:	\$220,150.48	\$333,470.00

Sewer Fund

Sewer Revenue	\$207,387.26	\$226,200.00
Sewer Expenditures	\$146,122.16	\$226,200.00

Garbage Fund

Garbage Revenue	\$115,838.48	\$145,200.00
Garbage Expenditures	\$115,888.16	\$145,200.00

Landfill Fund

Landfill Revenue	\$1,133,745.05	\$1,384,100.00
Landfill Expenditures	\$1,247,538.26	\$1,439,100.00

Holiday Fund Donation	\$3,739.64	\$4,000.00
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E.2 Discussion only [Director Harvey]: Update on the Huachuca City History Project

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

Suzanne: Just very quickly I wanted to thank everyone for approving this project. We want to make the history of the Town accessible for everyone.

Karen: The website is now up for viewing <https://huachucacityhistory.org/> The Huachuca City Public Library is working on this project to create an online town history, including interviews, stories, photos, maps, and more. The goal of this project is to gather and make accessible a digital history repository for the town of Huachuca City and the immediately surrounding area. Huachuca City was founded in 1958. We are very grateful to those who have contributed to this project. This is a project of the Huachuca City Public Library. The assets included here include photos, stories, maps, text, interviews, movies, and other artifacts. If you have assets you'd like to see included here or more information to add, contact us at library (at) huachucacityaz (dot) gov. This project is supported by the Arizona State Library, Archives & Public Records, a division of the Secretary of State, with federal funds from the Institute of Museum and Library Services. We need your help to make this project a

success! If you have content to contribute, please contact us. For more information, visit the library, like us on Facebook, email us, or call 520-456-1063.

E.3 Discussion and/or Action [Manager Cushman]: Possible resignation of the Town Clerk.

Motion E.3: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

Motion E.3: resignation accepted		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.4 Moved to end of meeting

E.5 Discussion and/or Action [Chief Thies]: APPROVAL OF RESOLUTION NO. 2020-09, ADOPTING AN UPDATED PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM ["PSPRS"] FUNDING POLICY FOR THE TOWN.

Motion E.5: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

Mayor Wallace: We have to do this every year with the new funding liability letter.

Motion E.5:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

E.6 Discussion and/or Action [Manager Cushman]: RESOLUTION NO. 2020-10 A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AUTHORIZING THE TOWN TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH COCHISE COUNTY FOR ELECTION SUPPLIES AND SERVICES

Motion E.6: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth	

Mayor Wallace: This is something we need to do with the upcoming election.

Motion E.6:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.4 Discussion and/or Action [Manager Cushman]: Executive [closed] session, pursuant to A.R.S. 38-431.03(A)(1), to interview applicants and discuss hiring a new Town Clerk. Following the executive session, the Council might take action to hire a new Town Clerk or it might direct staff concerning further recruitment activity.

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

In Executive- 8:12 pm motion by Mayor Wallace, Seconded by Councilor Butterworth
 Exit Executive- 8:55 pm motion by Mayor Wallace Seconded by Councilor Hirshberg

Motion E.4 Direction to staff provide more employment information to Council		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

F. Manager and/or Director reports: Manager Cushman: We are in a few crises, the COVID crisis. The financial crisis but since we were so poor to begin with we really haven't felt it. The personnel changes, having three managers in six months, the resignation of the finance clerk, and the resignation of the town clerk. The death of George Floyd. The barracks in North Huachuca City.

Chief Thies: There is a lot going on with COVID and the death of George Floyd, things are changing and we have to change with them.

Mayor Wallace: Dr. Johnson can you say anything about the old Family Dollar?

Dr. Johnson: We are in the process of doing a Conditional Use Permit with them.

G. Items to be placed on future agendas: Budget

H. Reports of Current Events by Council: Councilor Banks: I had a great zoom meeting with the local NAACP there was over 100 people on the Zoom meeting. There was a march from the mall to the police station the other day and Chief Thrasher was involved making sure everything went well. **Councilor Butterworth:** We have a TAC meeting for the SVMPO and the signal project is moving. They will be doing a survey on the speed limit through the Town. **Mayor Wallace:** I had the pleasure to get interviewed for the history project and I'm looking forward to the finished project.

I. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Meeting Adjourned: 9:10 pm

Approved by Mayor Johann R. Wallace on June 25, 2020.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Janine Rustine,
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 June 11, 2020. I further certify that the meeting was duly called and a quorum was present.

Ms. Janine Rustine,
Town Clerk

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