



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL SPECIAL SESSION  
July 2, 2020 AT 6:00 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

*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: 6:00 pm  
The Pledge of Allegiance was led by: Mayor Wallace

### Roll Call

| <b>Individual</b>   | <b>Position</b> | <b>Present</b> | <b>Absent</b> |
|---------------------|-----------------|----------------|---------------|
| 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 Discussion and/or Action [Manager Cushman]:** Discussion of projects for the 2020 Community Development Block Grant (CDBG) parks improvement project. Prioritization of projects and parks.

|   |   |
|---|---|
| <b>Motion C.1: Open item for discussion and/or action</b> | <b>Action: Open</b>                     |
| <b>Moved by: Mayor Wallace</b>                            | <b>Seconded by: Councilor Hirshberg</b> |

**Director Harvey gave a presentation regarding costs of different projects:  
Hunt Park:**

- Merry-go-round, swings \$ 9,000
- Bathrooms repair \$ 5,000
- Fountain: \$ 700
- Basketball Court \$22,000
- Surfacing \$ 1,000
- Benches (4) \$ 1,200
- Picnic Tables (6) \$ 3,000
- New Sign \$ 200
- Total: \$42,100

**Director Harvey was unable to get an estimate regarding the re-plastering at the pool.**

**POOL /SKATE PARK/BB & TENNIS COURT:**

|               |                 |
|---------------|-----------------|
| Solar Cover   | \$ 4,000        |
| Wind Breaks:  | \$ 600          |
| Skate/BB:     | \$35,000        |
| Water         | \$ 1,000        |
| <b>TOTAL:</b> | <b>\$40,600</b> |

Mayor Pro-Tem Johnson asked if the cost for basketball court included both courts. Director Harvey stated that the previous one was only for Hunt Park and this amount is for resurfacing just at the one by the skate park. This amount does not include adding another goal either. Councilor Banks asked if that includes the tennis courts, Director Harvey confirmed that it does.

**Northgate Park:**

Trash cans can easily be added just by contacting Waste Management and requesting cans there. Shade is already provided by the trees. Making it easier to pull in and out would be a road and a council member had previously stated there could be other funds available for that. Mayor Wallace pointed out that many people go there to watch the sunsets and don't want buildings and other things blocking the view. They just want it nicer.

|               |                |
|---------------|----------------|
| Pads          | \$1,600        |
| Tables        | \$1,400        |
| Signs         | \$1,000        |
| <b>Total:</b> | <b>\$4,000</b> |

**Veteran's Park**

This one should be kept natural. Councilor Butterworth asked about the walking paths and how much concrete costs compared to the asphalt that was quoted. Director Harvey stated that the concrete would be more expensive. Director Harvey stated that in tune with keeping it natural, pea gravel or something else could be used. Councilor Butterworth pointed out that pea gravel would not be ADA compliant. Mayor Wallace pointed out that there are other materials that are ADA compliant and the building inspector would have more information. Councilor Post believes that the forest service uses decomposed granite and it is ADA compliant. Director Harvey was unable to get an estimate for something to connect to Skyline. This would require a bridge to be built.

|               |                 |
|---------------|-----------------|
| Plants/sign   | \$ 500          |
| Walking path  | \$30,000        |
| Tables & Pads | \$ 5,000        |
| <b>Total:</b> | <b>\$35,500</b> |

**Keeline:**

Southwest Desert Images provided the quotes for the year round grass. Director Harvey said that the representative from Southwest Desert Images wanted to make sure that everyone was aware that upkeep is required, and this will have to be maintained. Mayor Wallace stated that

this is true for everything being done. Mayor Wallace asked what wind the wind sails would be rated for. Director Harvey says the are rated for around 190 MPH

|            |           |
|------------|-----------|
| Sprinklers | \$15,000  |
| Grass      | \$25,000  |
| Bleachers  | \$10,000  |
| Tables     | \$ 2,800  |
| Shade      | \$ 8,000  |
| Water      | \$ 1,000  |
| Walking    | \$80,000  |
| Exercise   | \$19,000  |
| Total:     | \$160,800 |

Mayor Wallace reports that people have been interested in renting out Keeline. This could become a source of revenue if the grass is maintained. Director Harvey states this estimate is for seed not sod as sod would be much more expensive. She also reminds Council that these are only ballpark figures so the amounts could change.

#### Leffingwell:

|   |           |           |
|---|-----------|-----------|
| • More Shade:                                 | \$15,000  |           |
| • Sprinklers/timers:                          | \$90,000  |           |
| • Sod:  | \$25,000  |           |
| • More water fountains (3):                   | \$ 2,000  |           |
| • Electric:                                   | \$ 5,000  |           |
| • Movies in the park:                         | \$ 4,000  |           |
| • Upgrade tables/benches                      | \$ 10,000 |           |
| • New Playground Equipment:                   | \$43,000  |           |
| • Additional lighting - unknown               |           |           |
| • Add windbreak to fence-line:                | \$ 5,000  |           |
| • Bathroom upgrade:                           | \$ 5,000  |           |
| • Remove BBQ & add new Grills:                | \$ 2,000  |           |
| • Upgrade Bandstand & cover the concrete pad: |           | \$15,000* |
| • Sidewalk/walking area around park           | \$40,000  |           |
| • Exercise stations:                          | \$15,000  |           |
| • Sidewalk through park from school           | \$15,000  |           |
| • Garden & Signage                            | \$ 1,500  |           |

Total: \$292,500

Mayor Pro-Tem Johnson wanted to know why the usable BBQ would need to be removed, Director Harvey does not know, however it was recommended. Town Manager Cushman recommends that the existing one be left and more added. Councilor Banks states that the walking area is important because of all the seniors that would want to use that. Mayor Pro-Tem Johnson wanted to know of the sod would be attained locally and Director Harvey stated that the company is local. Councilor Butterworth is concerned with a garden having bees, people with allergies would not like that. That should remain in the more natural setting of Veteran's Park. Councilor Post wanted to know if equipment to maintain the grass, such as mowers was included or if maybe it should be. Mayor Wallace informed her that we have

mowers already that work great for mowing the sides of the highway. Director Harvey reminds that this is just to get a grant written, once it is approved, there will be a whole scope of work and other things that will need to be done.

Other:

- Walking Paths/Bicycle Paths Throughout Town & Connecting North/South: unable to ascertain price. Existing path would cost 200,000 to fix.
- Dog Park: Cost of bringing water in. Could be done by Public Works.
- More Bike Racks at parks: \$1,200 for 6
- Solar Panels to Generate Electric: unable to ascertain price

Councilor Butterworth states that the dog park would also need grass.

Once all of these projects are totaled there needs to be a reduction to stay within the grants limitations and also to pay for Seago to write the grant, which will cost \$36,000.00. That makes available funds \$444,000.00.

|  |  |
|--|--|
| <p><b>HUNT</b></p> <p>Merry-go-round, swings \$ 9,000</p> <p>Bathrooms repair \$ 5,000</p> <p>Fountain: \$ 700</p> <p>Basketball Court \$22,000</p> <p>Surfacing \$ 1,000</p> <p>Benches (4) \$ 1,200</p> <p>Picnic Tables (6) \$ 3,000</p> <p>New Sign \$ 200</p> | <p><b>VETERANS</b></p> <p>Plants/sign \$ 500</p> <p><del>Walking path</del> <del>\$30,000</del></p> <p>Tables &amp; Pads \$ 5,000</p>  |
| <p><b>POOL/SKATE/BB</b></p> <p><del>Solar Cover</del> <del>\$ 4,000</del></p> <p><del>Wind Breaks:</del> <del>\$ 600</del></p> <p>Skate/BB: \$35,000</p> <p>Water \$ 1,000</p>   | <p><b>KEYLINE</b></p> <p>Sprinklers \$15,000</p> <p>Grass \$25,000</p> <p>Bleachers \$10,000</p> <p>Tables \$ 2,800</p> <p>Shade \$ 8,000</p> <p>Water \$ 1,000</p> <p><del>Walking</del> <del>\$80,000</del></p> <p><del>Exercise</del> <del>\$19,000</del></p> |
| <p><b>NORTHGATE</b></p> <p>Pads \$1,600</p> <p>Tables \$1,400</p> <p>Signs \$1,000</p>   | <p><b>BIKE RACKS</b> \$1,600</p>   |

## LEFFINGWELL

|   |                     |
|---|---------------------|
| More Shade:                             | \$15,000            |
| Sprinklers/timers:                      | \$90,000            |
| Sod:                                    | \$25,000            |
| More water fountains (3):               | \$ 2,000            |
| Electric:                               | \$ 5,000            |
| <del>Movies in the park:</del>          | <del>\$ 4,000</del> |
| Upgrade tables/benches                  | \$ 10,000           |
| New Playground Equipment:               | \$43,000            |
| Additional lighting – unknown           |                     |
| <del>Add windbreak to fence line:</del> | <del>\$ 5,000</del> |
| Bathroom upgrade:                       | 5,000               |
| Remove BBQ & new Grills:                | \$ 2,000            |
| Bandstand & add shade:                  | \$15,000*           |
| <del>Sidewalk/walking area</del>        | <del>\$40,000</del> |
| Exercise stations:                      | \$15,000            |
| <del>Sidewalk through park</del>        | <del>\$15,000</del> |
| Garden & Signage                        | \$ 1,500            |

Town Manager Cushman described the required equipment to do movies in the park. Director Harvey discussed different benches, including wood, concrete and metal. Mayor Wallace requests that \$25,000.00 be put aside for exercise equipment and placement can be determined later.

Councilor Hirshberg took a break at 6:52pm and returned at 6:53pm.

Director Harvey relays concerns from staff regarding bathrooms and water fountains being put in Hunt Park in regards to vandalism. Mayor Wallace advises that anything placed for public use runs that risk, and the police department can help negate this. Chief Thies requests that signs be put up that violators will be prosecuted.

Mayor Pro-Tem Johnson took a break at 6:55pm and returned at 6:56pm.



|  |   |                         |
|--|---|-------------------------|
| <b>Motion C.1: Staff is going to Proceed as Discussed in Meeting</b> |   | <b>Action: Approved</b> |
| <b>Moved by: Mayor Wallace</b>                                       | <b>Seconded by: Councilor Hirshberg</b> |                         |

**D. Adjournment**

|                                |                               |                         |
|--------------------------------|-------------------------------|-------------------------|
| <b>Motion: to Adjourn</b>      |                               | <b>Action: Approved</b> |
| <b>Moved by: Mayor Wallace</b> | <b>Seconded by: Hirshberg</b> |                         |

**Meeting Adjourned: 6:58 pm**

Approved by Mayor Johann R. Wallace on July 9, 2020.



Mr. Johann R. Wallace  
Mayor

Attest: 

Ms. Suzanne Harvey,  
Interim 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 July 2, 2020. I further certify that the meeting was duly called and a quorum was present.



Ms. Brandye Thorpe,  
Office Manager