



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
June 9, 2022 AT 6:00 PM  
COUNCIL CHAMBERS  
500 N. GONZALES BLVD.  
HUACHUCA CITY, AZ 85616**

## AGENDA

### **A. Call to Order – Mayor 6:00pm**

- a. Pledge of Allegiance

**Mayor Wallace.**

- b. Roll Call and Ascertain Quorum

**Roll Call.**

**Present: Johann Wallace, Jean Smelt, Jeffrey Ferro, Cynthia Butterworth, Debra Trate, Keith Settlemeyer, Christy Hirshberg, Attorney Thomas Benavidez (not voting), Manager Harvey (not voting), Clerk Brandye Thorpe (not voting).**

**Absent:**

- c. Invocation  
**Elder Thomas**

*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.

### **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 Council Meeting held on May 26, 2022 and the Work Session held on June 2, 2022.

C.2 Consider approval of the Payment Approval Report.

**Motion:** Consent Agenda, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

**Motion:** Items listed on the Consent Agenda, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
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]: Approval of the tentative budget for fiscal year 2023. All of the Town’s revenues and expenses may be discussed and acted upon. The Council might also discuss the final budget and property tax levy adoption process and timeline. The Council might also schedule a public hearing on the final budget.**

**Motion:** Item E.1, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mayor Wallace advises we are looking at having almost \$100 thousand dollars as surplus at the end of the next fiscal year if all goes as projected.

**Motion:** The tentative budget for fiscal year 2023 , **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
**Motion passed unanimously.**

**E.2 Discussion and/or Action [Suzanne Harvey]:** Approval of a quote for installation of irrigation in Veterans' Wellness Park from Water and Drain Works, LLC, in the amount of \$15,723.10.

**Motion:** Item E.2, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

**Motion:** The quote for installation of irrigation in Veterans' Wellness Park from Water and Drain Works, LLC, in the amount of \$15,723.10, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
**Motion passed unanimously.**

**E.3 Discussion and/or Action [Chief Thies]:** Discussion on Animal Control operations and the education of the public on Town-specific requirements for licensing and vaccinating pets.

Mayor Wallace holds this for the next meeting when the ACO can be present.

**E.4 Discussion and/or Action [Suzanne Harvey]:** Status update on the Community Development Block Grant "CDBG" park improvement project.

**Motion:** Item E.4, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

Manager Harvey advises that we only received one bid after the RFP process. That bid was \$844 thousand dollars, which far exceeds the funds available. Even just the 7 things that Council had identified as priorities are coming up at \$587 thousand dollars, which is more than we have available. Difficult decisions will have to be made. Staff is working to find solutions to bring to Council for approval.

**E.5 Discussion and/or Action [Suzanne Harvey]:** Approval of repairs to the Caterpillar 613 Scraper in the amount of \$17,000.00.

**Motion:** Item E.5, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Jeffrey Ferro.

Manager Harvey advises that this is not a new breakdown, this has been down.

**Motion:** repairs to the Caterpillar 613 Scraper in the amount of \$17,000.00, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Jean Smelt.  
**Motion passed unanimously.**

**E.6 Discussion and/or Action [Mayor Wallace]: Resolution 2022-13 - A RESOLUTION OF THE MAYOR AND COUNCIL DESIGNATING FINANCE CLERK, KRISTY RAMIREZ, AS THE CHIEF FISCAL OFFICER [“CFO”] OF THE TOWN FOR PURPOSES OF SUBMITTING THE TOWN’S ANNUAL EXPENDITURE LIMITATION REPORTS [“AELR”].**

**Motion:** Item E.6, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

**Motion:** Resolution 2022-13, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
**Motion passed unanimously.**

**E.7 Discussion and/or Action [Suzanne Harvey]: Approval for Councilmembers to attend Arizona League of Cities Annual Conference.**

**Motion:** Item E.7, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

**Manager Harvey asks for clarification on if Councilmembers are able to go to the Annual League Conference and have it paid for by the Town. Mayor Wallace advises that two staff members are going and it would benefit them more because they keep the Town . At this point we don’t even know what is on the Agenda.**

**Motion:** Town will not pay for Councilmembers to attend this years League Conference , **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Jeffrey Ferro.  
**Motion passed unanimously.**

#### **F. Reports of Current Events by Council**

**Councilmember Trate** advises she attended the Transportation and Public Works meeting yesterday. Everything is set for Lea Marquez Peterson to be here in September. She is working on getting companies who provide services to people in our Town to come once a month and allow people to sign up on those days.

**Councilmember Settlemeyer** is concerned that they are moving ahead with the Veterans park, but haven’t been keeping members of the steering committee informed.

**Councilmember Butterworth** advises that there is a new chair and public relations officer on the Healthy Huachuca Committee. Food distribution coming up. SVMPO meeting coming up as well.

**Mayor Wallace** has emailed Cox to see where they are with the work. There is an opening on the Arizona League of Cities and Towns executive committee. He will be submitting a letter of intent.

#### **G. Adjournment**

**Motion: 6:31pm, Action: Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg. Motion passed unanimously.**

Approved by Mayor Johann R. Wallace on June 23, 2022.

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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 June 9, 2022. I further certify that the meeting was duly called and a quorum was present.

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Ms. Brandye Thorpe,  
Town Clerk