



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
February 23, 2023 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**

#### **c. Invocation**

#### **Elder Thomas leads the 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.*

### **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.

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

**C.1 Consider approval of the Minutes of the Regular Council Meeting held on February 23, 2023.**

**C.2 Consider approval of the Payment Approval Report.**

**C.3 Consider approval of the disposal of a 2018 FORD Fiesta Grey 3FADP4EJ8JM114628 and a 2008 Nissan Altima BLK 1N4AL21E18N529687 through Public Surplus.**

 **Motion:** Item of the Consent Agenda, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.  
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]: Fry Fire Chief Mark Savage will present the quarterly update on fire protection and emergency medical services.**


 **Motion:** Fry Fire Chief Mark Savage will present the quarterly update on fire protection and emergency medical services, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

**The floor was opened for Fire Chief Mark Savage. He reported that Fry Fire had transported thirteen (13) people, responded to two (2) fire calls, and a significant motor vehicle accident**

at Mustang Conners that they provided support with. He was happy to report they have good response times. Fry Fire is very happy with the support of the town and Council. He also reported to the Council that they ( Fry Fire), have smoke detectors available for the public. One of the Firefighters who was out with an injury is back to work. Engine 161 and 1611 suffered minor contact. Reports are being prepared and the damage is already mostly repaired. Fry Fire will soon be using Thermal imaging equipment. They are also going to apply for a SAFR grant ( Staffing for Adequate Fire Response).

Mayor and Council commended the Fire Chief for the great job the Fire Dept. is doing. Mayor Wallace also commented on the Firefighters being very lively and personable and that they join the walks with Healthy Huachuca City.

**E.2 Discussion and/or Action [Mayor Wallace]: PROCLAMATION NO. 2023-04 - DECLARING THE MONTH OF MARCH, 2023, AS WOMEN'S HISTORY MONTH IN THE TOWN OF HUACHUCA CITY.**

 **Motion:** Proclamation NO. 2023-04 - Declaring the month of March, 2023, as Women's History Month in the Town of Huachuca City, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Debra Trate.

**E.3 Discussion and/or Action [Suzanne Harvey]: RESOLUTION NO. 2023-06 - APPROVING AN INTERGOVERNMENTAL SERVICES AGREEMENT WITH THE FT. HUACHUCA ARMY GARRISON FOR TOWN-PROVIDED SHUTTLE SERVICES.**


 **Motion:** Resolution NO. 2023-06 - Approving an Intergovernmental Services Agreement with the FT. Huachuca Army Garrison for town-provided shuttle services., **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Debra Trate.

Christy Hirshberg excused herself due to her employment with the Army Garrison. Mayor Wallace explained how this will be good for that Town. How the Town would be providing shuttle services to students on FT. Huachuca. It's a multi-year multimillion dollar contract that we won that will bring in revenue to the town.

Council had no questions.

 **Motion:** To Approve Resolution 2023-06 - Approving an Intergovernmental Services Agreement with the FT. Huachuca Army Garrison for Town- provided shuttle services, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Jeffrey Ferro.  
**Motion passed unanimously.**

**E.4 Discussion and/or Action [Mayor Wallace]: ORDINANCE NO. 2023-06 – First reading of AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, AMENDING THE TOWN CODE TITLE 15 “BUILDINGS AND CONSTRUCTION,” CHAPTER 15.60 “PLAN REVIEW,” AND CHAPTER 15.65 “BUILDING PERMIT FEES,” TO ADOPT CHANGES TO THE REQUIREMENTS FOR PLAN REVIEW AND BUILDING PERMITS WHEN MAKING CERTAIN REPAIRS OR IMPROVEMENTS TO REAL PROPERTY.**

 **Motion:** Ordinance No.2023-06 - First reading of An Ordinance of the Mayor and Town Council of the Town of Huachuca City, Amending the Town Code Title 15 "Buildings and Construction", Chapter 15.60 " Plan Review", and Chapter 15.65 "Building Permit Fees", to adopt

changes to the requirements for plan review and building permits when making certain repairs or improvements to real property , **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

**Mayor Wallace requested that the Council look at the information they had been provided and if they had any question to please send them to Doctor Jim Johnson through email, while tagging Brandye and Suzanne in any emails. The second reading is planned for the next Council Meeting so any questions need to be brought up by March 17<sup>th</sup> at the latest.**

**Doctor Jim Johnson directed the Council to look at page 10, section 15.65.020 the Alternative Building Evaluation Fee Schedule that the first paragraph had been marked to be removed actually needs to stay in and the second paragraph was being moved to a different section. He went over it all briefly, largely showing how all the changes are being made with the Councils goal of Simplifying the Code.**

**Councilmember Trate Asked about if we need to put in to Code for “Handymen” and if that is applicable for this Code.**

**Mayor Wallace explained that we have a Code for Business Licenses.**

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

**Councilmember Trate Attend the Business Meeting for the Town. She mentioned trying to get more participation.**

**Councilmember Butterworth mentioned the Food Distribution coming up on the 17<sup>th</sup>. She attended both the Cox Meeting and the Business Owner Meeting and she’ll be attending the Residents Town Meeting. She also mentioned the Spring Fling Meal coming up.**

**Councilmember Hirshberg was at the Meeting for Business Owners also.**

**Mayor Wallace was at the Business Owner Meeting. He was very Happy with the turn out and information given at the COX meeting that took place on the 8<sup>th</sup>. He met with Arizona Public Media to talk to them about the COX appointment and he has been in contact with AZ Central also wanting to talk about COX coming to town. Next Friday is the Hispanic Chamber mixer.**

#### **G. Adjournment**

 **Motion:** Adjournment, **Action:** Adjourn, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

**Motion passed unanimously.**

Approved by Mayor Johann R. Wallace on March 23, 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 March 9, 2023. I further certify that the meeting was duly called and a quorum was present.

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