



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
January 12, 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**

#### **Roll Call.**

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

**Absent:**

#### **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.

**Mr. Bill Stein speaks about decisions and public responsibility for governments to reduce costs and save money.**

### **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 December 8, 2022 and the Special Session held on December 29, 2022.

C.2 Consider approval of the Payment Approval Report.

C.3 Consider the disposal of a 2005 Pontiac Grand Am Gold 1G2NE52E85M239622 through Public Surplus.

**Motion:** Items listed on the Consent Agenda, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

Councilmember Trate advises the minutes do not show herself and Councilmember Smelt being present at the meeting but they are noted as making comments.

**Motion:** Items listed on the Consent Agenda with the corrections to the minutes, **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]: Swearing in of re-elected Mayor and Councilmembers: Johann Wallace, Cynthia Butterworth, Debra Trate and Jeffrey Ferro.**

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

Town Manager Harvey swears in Mayor Wallace.

Town Clerk Thorpe swears in Councilmembers Butterworth, Trate and Ferro.

**E.2 Discussion and/or Action [Brandye Thorpe]: Update on applicants for vacant council seat.**

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

Clerk Thorpe advises that one person has picked up a packet, however the packet has not yet been returned.

Mayor Wallace asks that Council be kept informed via email on applicants. It was previously decided to have it on the agenda for the end of the month, however that may need to be pushed back further.

**E.3 Discussion and/or Action [Brandye Thorpe]: Update on the Community Development Block Grant [CDBG] park improvement project.**

**Motion:** Item E.3, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Clerk Thorpe advises of the work already completed and the work still needing to get done. She further advises that the project is expected to be completed by the end of January/first part of February.

**E.4 Discussion and/or Action [Suzanne Harvey]: “Walk for Wellness” event designed to increase awareness of the needs of seniors and encourage citizens of all ages to develop healthy lifestyles.**

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

Manager Harvey advises that the event will be on January 21<sup>st</sup> at 10am. It will start at Leffingwell Park. There will be two routes to take. There will also be a chili lunch, due to collaboration with Healthy Huachuca, the Community Garden, and the school, served in the Senior Center. Public should register so there is a head count for the chili.

**E.5 Discussion and/or Action [Suzanne Harvey]: After Action Review of Polar Express, Tree Lighting, Christmas Parade and Holiday Gift Basket events.**

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

Manager Harvey covers each event including what went well and what could be improved upon.

Councilmember Ferro asks that the food boxes not be so large and heavy next year. Councilmember Trate agrees.

Councilmember Smelt advises of efforts to get entries for the parade for this year.

**E.6 Discussion and/or Action [Mayor Wallace]:** Resolutions 2023-01 and 2023-02 designating the Town's Finance Clerk, Kristy Ramirez, as the financial officer authorized to submit the Town's annual expenditure limitation report (AELR) to the Auditor General for fiscal years 2022 and 2023.

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

Mayor Wallace advises that the Attorney General's office has rejected the previously submitted resolutions due to their preference that we use their form.

**Motion:** Resolutions 2023-01 and 2023-02, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
Motion passed unanimously.

**E.7 Discussion and/or Action [Mayor Wallace]:** Proclamation 2023-01 – Proclaiming the month of January as “National Human Trafficking Prevention Month.”

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

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

Councilmember Smelt went to the reception for the new Mayor and Councilmembers in Sierra Vista.

Councilmember Trate also attended the reception. She is glad that SEACAP will be coming to town.

Councilmember Ferro has no past actions but would like to begin attending the SVMPO meetings.

Councilmember Butterworth also attended the reception. Food distribution will be on January 20<sup>th</sup>. State Transportation Board Meeting will be on January 20<sup>th</sup>, Manager Harvey will attend in her stead but she will attend the reception dinner on the 19<sup>th</sup>. The next SVMPO meeting is on February 22<sup>nd</sup>. Healthy Huachuca will meet at 5:30 pm on February 1<sup>st</sup> at the Library.

Mayor Pro Tem Hirshberg thought the parade was great. She thanks staff for all of their help and coordination.

Mayor Wallace attended the reception and swearing in. While there he was able to speak with a representative from Senator Kelley's office. It seems like we have been missing a lot of funding and grant opportunities, so she will be sending him information on those opportunities going forward.

## **G. Adjournment**

**Motion: 6:45pm, Action: Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg.  
Motion passed unanimously.**

Approved by Mayor Johann R. Wallace on January 26, 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 January 12, 2023. I further certify that the meeting was duly called and a quorum was present.

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Ms. Brandye Thorpe,  
Town Clerk