



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
August 10, 2023 AT 6:00 PM  
COUNCIL CHAMBERS  
500 N. GONZALES BLVD.  
HUACHUCA CITY, AZ 85616**

**A. Call to Order – Mayor**

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

**B. Roll Call.**

**Roll Call.**

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

**Absent:** Jean Smelt

- a. 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.*

**C. 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.*

Bill Stine, from 207 North Tribune Avenue, came before the Council to strongly encourage the Council to apply the adopted energy conservation code to existing houses as they're renovated. He talked about the recent reports on the Green House effect and the effect it's having on people. He has checked with Code Enforcement, and it has only been applied to "like one house" in the last 20 years. He brings up that when people switch from evaporative cooling they should be insulating as well. As doing one without the other usually results in the use of more electricity.

#### **D. 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 July 27, 2023, and the Special Council meeting of August 3, 2023.

C.2 Consider approval of the Payment Approval Report.

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

**Motion:** Approve Items on the Consent Agenda, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
Motion passed unanimously.

#### **E. 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 [Suzanne Harvey]: Update on the Skyline Drive Reconstruction and Skyline Pathway improvement projects.**

**Motion:** Update on the Skyline Drive reconstruction and Skyline Pathway improvement projects, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

Manager Harvey informs the Council that the Town has received the money. It was received last week and is in the bank. We have reached out to ADOT and asked them to manage the projects for the Town. The discussions with them ended with if the bids for design are too high, they're going to come back and let us know and give us an opportunity to pullback that request. Manager Harvey thinks, based on what we know so far, it would be best to let them manage the project because this is what they do. Within the next week we should be having a project manager assigned, they'll do their logging process, and then they'll put together an IGA that will come back to Council for approval for them to manage these two projects for us. Manager Harvey assures the Council that this isn't on the wayside, there is just a lot of paperwork involved in getting it started.

Council had no questions.

Mayor Wallace commented that he doesn't want this money sitting in the normal earning account.

Manager Harvey agrees.

Mayor Wallace comments that he really thinks that 's the best idea, so we know for sure what's really in the Earning account.

**Motion:** move the cash into a separate account, **Action:** Direct Staff, **Moved by** Johann Wallace, **Seconded by** Jeffery Ferro.

Motion passed unanimously.

## **E.2 Discussion and/or Action [Suzanne Harvey]: Authorization to pursue more advantageous banking arrangements for the Town's various financial accounts, including possibly changing banks and or depositing in the Local Government Investment Pool.**

**Motion:** Authorization to pursue more advantageous banking arrangements for the Town's various financial accounts, including possibly changing banks and or depositing in the Local Government Investment Pool., **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Jeffery Ferro.

Manager Harvey starts by telling Council that in their packets they have the budget sheets for June and the previous year. It's lost about \$90,000 in the investment account. This loss is what prompted this. This is Taxpayer money and surely, we can do something safer with it. We haven't seen yield; we've only seen loss for the last two years so Manager Harvey started to look at possibilities for what we could do. Mr. Via, who helped us create our budget, told me about the Local Government Investment Pool, which is something she had never heard of. It's a very safe place for small cities and towns to put their money. The yield is not great, but it is much safer than other traditional banks. She had provided a flyer for Council in their packets. The cost is \$55 annually per hundred thousand dollars, which is not a huge amount. Initially Manager Harvey only brought this forward to say "hey can we look at moving our investment fund?", which has about \$900,000 in it, this is not intermingled with our operating fund or our

budget at all. It's a separate account. Manager Harvey tells the Mayor and Council that she is looking for direction to look into finding a better way and safer place to put that money. But while doing this and through conversations with the Mayor, perhaps we should look at our operation budget as well. She tells them that she doesn't have information on that for them tonight, but she would like permission to start looking into this. To include checking with other banks and seeing what their services would be, what their fees would be, what their rates would be. Asking other cities and towns where they put their money and if they know of any services that would be beneficial to us. And to consider moving money received, like the AARP money to something less liquid but with yield like a CD. A lot of Cities and Towns are breaking up their money and putting what they don't use in their day to day into CD's and getting really good interest rates right now. She sums it up as she wants to make sure this is something that the Council is interested in before she spends a lot of time getting information on it.

Mayor Wallace comments that he is fully interested in this as well as personally unhappy with the Town's current bank and members of the Council all know. He definitely wants to make sure that whatever is found is highly secure, even if it's low yielding. He comments that it's unlikely that we'll find a "golden goose" but the amount of loss we've had over the last two years speaks for itself. He says to go for it and asks if Manager Harvey wants direction tonight to go forward with the Local Government Investment Pool?

Manager Harvey answers no.

Councilmember Trate Comments that she just saw, reading in the investment report, that some banks may be going "belly up again", so she's issuing cation as we investigate and explore other banks.

Councilmember Cardella asks the Council what would be a good timeline for Manager Harvey to have, just so that we don't continue to lose money in this account? 30 days? 60 days?

Mayor Wallace replied that the issue with that, a set time, is with the size of the Town's staff what would she have to put on the sidelines to be able to give this the focus it would need to meet the time limit. If the Council makes something a priority, then she will get back to us as soon as she is able to, but we don't want her to be short or have missed something because it was only 30 days. When we direct Manager Harvey as a Council she always makes sure to bring us a full report, so He'd rather not give her a set time/ date that could hinder that. Especially where this involves so much information and from many different sources. Mayor Wallace jokes that knowing Manager Harvey will still only probably take a few weeks.

Manager Harvey comments that she intends to talk to the other Managers present at the League of Cities Conference and that she's already talked to some of the other Managers in Cochise County. She estimates it would probably be around the end of September.

Council had no questions.

**Motion:** To pursue more advantageous banking arrangements for the Town's financial accounts, **Action:** Direct staff, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg. Motion passed unanimously.

### **E.3 Discussion and/or Action [Chief Thies]: After Action Review of National Night Out event.**

Agenda item was tabled until the next Council meeting.

#### **E.4 Discussion and/or Action [Director Fulton]: After Action Review of Back to School event.**

**Motion:** Discussion and/or Action [Director Fulton]: After Action Review of Back to School event, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Library Director Fulton begins a presentation for the after-action report on the Back-to-School event hosted by the Library on July 28<sup>th</sup>. A total of 191 backpacks were given out, 177 backpacks were preregistered before the event, 36 were registered on the night of the event, and 14 were not picked up. (7 backpacks have been picked up since she made the presentation, so we reached the same level as last year of 198 backpacks given out.) There was a lot of action going on and a lot of people came to the library. We had several non-profits set up in the Activity Center giving out information. The Balloon Guy was here again and he's always very popular. Unfortunately, Smokey the Bear was unable to attend as he was sick, but he should be around for future Town events. The Friends and the Library were giving out a lot of free books, so children were taking home at least two books each, which is awesome. Next, she covers what went well. Director Fulton stated that she is continually blown away by the response from local businesses and residents who donate to all of the Town's programs. This year was the best year yet (Director Fulton's third event) and were received the most money and the most supplies and that's how we were able to give out so many backpacks. It's amazing to see. She tells the Council that if they look at the Library's Facebook you can see some of the items that people donated. Shopping ahead was a lot easier and also having some staff that was able to go with her to help. Also, her husband helped her with the shopping. Director Fulton Joked that she never wants to step foot in Walmart again. Mayor Wallace replied she be back there for Christmas.

Director Fulton laughed and replied yes.

Fry Fire's Smoke House and Fire Hose game was as popular as always. Library Staff members Victoria and Marta have a special shout out because they really developed a great stuffing system, and they were just on it for filling the backpacks. We were able to get them all filled in three days. Also having a good inventory system that we prepared from last year was really helpful for when we went shopping and when we were totaling everything.

Next, she talked about what could be better. The first thing she mentioned is the weather stating who the previous year had been perfect and this year not so much, but we did get some amazing sunsets. We are the Sunset City and that was just wonderful to go out there and see. Everybody commented on that and how wonderful it was. We had some feedback from people working the event about alphabetizing the grade lists. That it might make it easier for them. Also about taking off the wire tags before the event, because after we have them organized into the isles we already have them separated into the grades they need to be. That is the feedback from staff so far.

The next slide she had for the Council had all of the Sponsors. She told Council that at the beginning she was very worried as they weren't getting a lot of sponsors but by the end so many wonderful people had helped and she is so grateful.

Director Fulton thinks it went really well and thanks all the staff and Council who helped run the event. She asks if there is any feedback from Council.

Councilmember Butterworth replies she had a blast and the kids were so cute.

Mayor Wallace comments that he was standing in line for the Smoke House with his son when the lightning and thunder happened. He said his son ran and he followed him, so they didn't do the smoke house. It was a good event and nice to see everybody there. He jokingly comments that he noticed that the library didn't alphabetize something so we need to maybe do an audit, or next year we can set it up on the Dewey Decimal system.

Director Fulton laughs and replied don't go there sir.

Mayor Wallace Comments that it's a great event every year and he's really happy that we it's something we can do. Big thanks to the staff and thanks to you for doing it.

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

**Councilmember Trate** starts by saying that the Upper San Pedro meeting was canceled and that's all she would have done.

**Councilmember Butterworth** Comments that the food distribution is next week on Friday from 7am – 9am. She says volunteers are very welcome. If you want to volunteer come over by 7:00am. The Healthy Huachuca City walk is on Sunday mornings at 7:00am. The Community Garden is producing, and they are harvesting. She doesn't have a weight of how much they are pulling out, but they are harvesting like crazy. The SVMPO meeting is later this month, so we'll see how that goes.

**Councilmember Cardella** comments that the pool is still open until September 1<sup>st</sup>, she encourages everyone to get out and play at the park or go to the pool and enjoy them.

**Mayor Pro Tem Hirshberg** talks about the back-to-school event. She and Manager Harvey had the high schoolers and most of their group was registered, so it wasn't hard at all for them. She attended the MAC Luncheon; the guest speaker was speaking about artificial intelligence. She found it interesting. There were updates about things happening on Fort Huachuca and things going on in Sierra Vista. She had a fun time.

**Mayor Wallace** says the next Chamber mixer is on the 18<sup>th</sup>. Jackie Clay is the guest speaker, so he's excited about going. He's received an email from the Mayor of Sierra Vista about the merger of Safeway and Frys. He has signed a letter with the Sierra Vista Mayor opposing this. He talks about why it isn't good when companies merge, and they no longer have any competition. Also, the effect a business closing and only having one grocery store could have on our area. Next, he talks about conversations being had with COX about using the library's maker's space as an innovation center. It's something they want to set up and do for the Town. He needs to get ahold of Mr. Beman and find out what he would want as an educator in that space. That way we can communicate that to COX during our meeting. He mentions they are also working on an official light up event that will highlight services that are available like the innovation center. They are talking about doing this in September, but he doesn't think they have a date set yet. He thinks they should have all the areas that are getting coverage finished by September-October. The budget is done. The Fort received some funding that is going to fund some of their missions and that's great. He mentions the recent fire in Sierra Vista and the article that the newspaper did. He wants to bring this up because at a future meeting he wants to discuss the need to ensure code enforcement is a priority. It questions him back to staff with basically, why are we having to ask you to enforce code when it should already be enforced. It's on the books and will be coming to a future meeting. We're going to really start pushing code enforcement because it needs to happen.

## **G. Adjournment**



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

Approved by Mayor Johann R. Wallace on August 23th, 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 August 10, 2023. I further certify that the meeting was duly called and a quorum was present.

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Ms. Brandye Thorpe,  
Town Clerk