1. CALL TO ORDER—Mayor Wood called the meeting to order at 6:00 pm.

2. ROLL CALL/THIS MEETING WILL BE HELD IN PERSON AND VIA ZOOM MEETING. Mayor Wood present, Vice-Mayor Stabile present, Council Members Finch, Claverie & Retherford.

STAFF PRESENT: Town Manager Robinson, Library Clerk Debbie Robinson

PUBLIC PRESENT: Victor & Christie Romo, Robert Gay

3. PLEDGE OF ALLEGIANCE—Mayor Wood led the Pledge of Allegiance.

4. CORRECTION AND OR APPROVAL OF MINUTES FROM:

A REGULAR COUNCIL MEETING HELD AUGUST 13, 2025, AT 6:00 PM IN PERSON AND VIA ZOOM.

**MOTION:** Mayor Wood moved to approve the minutes from A REGULAR COUNCIL MEETING HELD AUGUST 13, 2025, AT 6:00 PM IN PERSON AND VIA ZOOM.

**SECOND:** council Member Retherford.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

5. CALL TO THE PUBLIC A. R. S. §38-431-01(H): AT THIS TIME, THE PUBLIC WILL ONLY BE RECOGNIZED TO SPEAK ON AGENDA ITEMS LISTED FOR PUBLIC INPUT PURSUANT TO TOWN CODE SECTION 2-5-6. ANY MEMBER OF THE PUBLIC IS ALLOWED TO ADDRESS THE TOWN COUNCIL, SUBJECT TO A REASONABLE TIME SET BY THE COUNCIL PURSUANT TO THE ARIZONA OPEN MEETING LAW. AT THE CONCLUSION OF THE CALL TO THE PUBLIC, INDIVIDUAL MEMBERS OF THE COUNCIL MAY RESPOND TO CRITICISM MADE BY THOSE WHO HAVE ADDRESSED THE COUNCIL MAY ASK STAFF TO REVIEW THE MATTER, OR MAY ASK THE MATTER BE PLACED 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. No one spoke.

6. MAYOR’S REPORT ON CURRENT EVENTS. AT THIS TIME THE MAYOR MAY WISH TO CALL UPON THE COUNCIL OR STAFF FOR CURRENT EVENTS OR MONTHLY REPORTS. Mayor Wood mentioned that she and the Town Manager met with Deputy County Manager Young for updates from the County and will start meeting twice a month to continue the communication between the Town and County.

7. REPORTS FROM DEPARTMENTS AND COMMITTEES ON ONGOING ACTIVITIES. In the books.

**NEW BUSINESS**

8. DISCUSSION AND POSSIBLE ACTION TO APPROVE TOWN MANAGER ROBINSON SIGN A PROPOSAL WITH DEMENNA PUBLIC AFFAIRS C/O JOE DEMENNA. IT IS FOR LOBBYING & GOVERNMENT RELATIONS ENGAGEMENT. THE COST IS $1,000.00 PER MONTH AND IS IN THE 2025-2026 FISCAL YEAR BUDGET.

**MOTION:** council member Claverie moved to approve TOWN MANAGER ROBINSON SIGN A PROPOSAL WITH DEMENNA PUBLIC AFFAIRS C/O JOE DEMENNA. IT IS FOR LOBBYING & GOVERNMENT RELATIONS ENGAGEMENT. THE COST IS $1,000.00 PER MONTH AND IS IN THE 2025-2026 FISCAL YEAR BUDGET.

**SECOND:** Council Member Finch.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

9. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE 3RD ANNUAL BEER, MILES AND TACOS FESTIVAL TO BE HELD ON APRIL 18, 2026 FROM 9:00 AM-12:00 PM. THIS IS A RUNNING EVENT SPONSORED BY SOLEFUL TRAINING LLC OWNED BY ADAM BOYD. THE PATAGONIA LUMBER COMPANY WILL HOST THE EVENT.

**MOTION:** Council Member Claverie moved to approve THE 3RD ANNUAL BEER, MILES AND TACOS FESTIVAL TO BE HELD ON APRIL 18, 2026 FROM 9:00 AM-12:00 PM. THIS IS A RUNNING EVENT SPONSORED BY SOLEFUL TRAINING LLC OWNED BY ADAM BOYD. THE PATAGONIA LUMBER COMPANY WILL HOST THE EVENT.

**SECOND:** Council Member Retherford.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

10. DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENT NO. ONE TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE STATE OF ARIZONA AND THE TOWN OF PATAGONIA EXTENDING THE SCOPE OF WORK TO THIRD AVENUE FOR THE SURFACE TRANSPORTATION BLOCK GRANT.

**MOTION:** Mayor Wood moved to approve AMENDMENT NO. ONE TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE STATE OF ARIZONA AND THE TOWN OF PATAGONIA EXTENDING THE SCOPE OF WORK TO THIRD AVENUE FOR THE SURFACE TRANSPORTATION BLOCK GRANT.

**SECOND:** Council Member Claverie.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

11. DISCUSSION AND POSSIBLE ACTION TO APPROVE A SPECIAL EVENT PERMIT FOR SOUTHERN ARIZONA ARTS AND CULTURAL ALLIANCE FOR THE 36TH ANNUAL PATAGONIA FALL FESTIVAL TO BE HELD ON OCTOBER 11-12 IN CENTRAL PARK.

**MOTION:** Council Member Finch moved to approve A SPECIAL EVENT PERMIT FOR SOUTHERN ARIZONA ARTS AND CULTURAL ALLIANCE FOR THE 36TH ANNUAL PATAGONIA FALL FESTIVAL TO BE HELD ON OCTOBER 11-12 IN CENTRAL PARK.

**SECOND:** Council Member Claverie.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

12. DISCUSSION AND POSSIBLE ACTION TO APPOINT VICTOR ROMO TO THE PLANNING AND DEVELOPMENT COMMITTEE. VICTOR HAS A PUBLIC SERVICE BACKGROUND INCLUDING PLANNING AND DEVELOPMENT FOR THE CITY OF PHOENIX.

**MOTION:** Mayor Wood moved to APPOINT VICTOR ROMO TO THE PLANNING AND DEVELOPMENT COMMITTEE. VICTOR HAS A PUBLIC SERVICE BACKGROUND INCLUDING PLANNING AND DEVELOPMENT FOR THE CITY OF PHOENIX.

**SECOND:** Council Member Retherford.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

13. DISCUSSION AND POSSIBLE ACTION TO APPOINT COUNCIL MEMBER RETHERFORD TO THE PLANNING AND DEVELOPMENT COMMITTEE AS THE COUNCIL REPRESENTATIVE.

**MOTION:** Council Member Finch moved to APPOINT COUNCIL MEMBER RETHERFORD TO THE PLANNING AND DEVELOPMENT COMMITTEE AS THE COUNCIL REPRESENTATIVE.

**SECOND:** Vice-Mayor Stabile.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

14. DISCUSSION AND POSSIBLE ACTION TO ACCEPT PATRICK O’NEAL’S RESIGNATION FROM THE PLANNING AND DEVELOPMENT COMMITTEE. PATRICK HAS SERVED FOR THE LAST 4 1/2 YEARS AND WE THANK HIM.

**MOTION:** Council Member finch moved to ACCEPT PATRICK O’NEAL’S RESIGNATION FROM THE PLANNING AND DEVELOPMENT COMMITTEE. PATRICK HAS SERVED FOR THE LAST 4 1/2 YEARS AND WE THANK HIM.

**SECOND:** Council Member Claverie.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

15. DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF A SPECIAL EVENT LIQUOR LICENSE TO THE ARIZONA DEPARTMENT OF LIQUOR LICENSE AND CONTROL, FOR THE PATAGONIA VOLUNTEER FIRE

AND RESCUE’S FALL FESTIVAL BURGER BURN TO BE HELD OCTOBER 11-12 AT 100 QUIROGA LANE PATAGONIA, ARIZONA.

**MOTION:** Council Member Finch moved to RECOMMEND APPROVAL OF A SPECIAL EVENT LIQUOR LICENSE TO THE ARIZONA DEPARTMENT OF LIQUOR LICENSE AND CONTROL, FOR THE PATAGONIA VOLUNTEER FIRE AND RESCUE’S FALL FESTIVAL BURGER BURN TO BE HELD OCTOBER 11-12 AT 100 QUIROGA LANE PATAGONIA, ARIZONA.

**SECOND:** Council Member Retherford.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

16. DISCUSSION AND POSSIBLE ACTION TO ALLOW TOWN MANAGER ROBINSON SIGN AN AGREEMENT WITH TIMECLOCK PLUS, LLC FOR THE PURCHASE OF SOFTWARE AND ANNUAL MAINTENANCE FOR A CELL PHONE TIME CLOCK APPLICATION FOR 8 EMPLOYEES. TOTAL SETUP CHARGE AND LICENSE FOR THE FIRST 8 EMPLOYEES WOULD BE $1,464.68. THE OTHER 8 EMPLOYEES WOULD BE ADDED ON THE NEXT FISCAL YEAR AT AN ANNUAL COST OF $324.00. THIS IS A 60 MONTH COMMITMENT. THIS WILL STREAMLINE OUR PAYROLL PROCESS AT A LOW COST.

**MOTION:** Council Member Finch moved to ALLOW TOWN MANAGER ROBINSON SIGN AN AGREEMENT WITH TIMECLOCK PLUS, LLC FOR THE PURCHASE OF SOFTWARE AND ANNUAL MAINTENANCE FOR A CELL PHONE TIME CLOCK APPLICATION FOR 8 EMPLOYEES. TOTAL SETUP CHARGE AND LICENSE FOR THE FIRST 8 EMPLOYEES WOULD BE $1,464.68. THE OTHER 8 EMPLOYEES WOULD BE ADDED ON THE NEXT FISCAL YEAR AT AN ANNUAL COST OF $324.00. THIS IS A 60 MONTH COMMITMENT. THIS WILL STREAMLINE OUR PAYROLL PROCESS AT A LOW COST.

**SECOND:** Council Member Claverie.

**DISCUSSION:** Council Member Claverie asked about how the software works, and the Town Manager responded that it will be an APP on their phone that they clock in with and at the end of a pay period the software will send a time sheet electronically to Andrea and this saves time for the employees, and we anticipate a 30% time savings for Andrea processing payroll.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

17. DISCUSSION AND POSSIBLE ACTION TO APPROVE PAYMENT OF ACCOUNTS PAYABLE.

**MOTION:** Council Member Finch moved to approve payment of accounts payable.

**SECOND:** Mayor Wood.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

18. **FUTURE AGENDA ITEMS:**

AT THIS TIME, THE COUNCIL MAY BRING FORTH TOPICS FOR FUTURE AGENDAS, AND IF PREVIOUSLY REJECTED BY THE MAYOR, THE COUNCIL MAY VOTE ON WHETHER TO PLACE THOSE ITEMS ON A FUTURE AGENDA PURSUANT TO SECTION 2-5-5 OF THE TOWN OF PATAGONIA, ARIZONA CODE. THE COUNCIL MAY NOT DISCUSS, DELIBERATE, OR TAKE ANY ACTION ON THE SUBSTANCE OF THE TOPICS OTHER THAN TO VOTE TO INCLUDE THEM ON A FUTURE AGENDA. A. R. S. §38-431.02(H). Firebreaks Plan from PVFR, Item 11, MOU with the Friends FROM May 28th, Item 12 Forest Lane rename from May 28th Meeting and Item 14 from the August 13th meeting. Mayor Wood said the County has agreed to pay for the speed controllers (Item 14, 8/13/2025 meeting) so she directed Town Manager Robinson to place the item back on the September 10th Agenda.

19. **ADJOURN**

**MOTION:** Mayor Wood moved to adjourn.

**SECOND:** Council Member Finch.

**VOTE:** The motion passed by a 5-0 vote, with Council Members voting as follows:

**AYES:** Mayor Wood, Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** None

THE MEETING ADJOURNED AT 6:10 PM.

I hereby confirm the foregoing minutes are a true and accurate copy of the minutes from a Regular Council Meeting held August 27, 2025 at 6:00 pm. I further certify that the meeting was duly called, held, and that a quorum was present.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2025.

APPROVED:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Andrea Wood, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ron Robinson, Town Clerk