



**TOWN OF PATAGONIA REGULAR COUNCIL MEETING MINUTES  
NOVEMBER 19, 2025 @ 6:00 P.M.  
ZOOM MEETING I.D. 957-511-4862 PASSWORD 338501**

1. CALL TO ORDER—Vice-Mayor Stabile called the meeting to order at 6:00 pm.
2. ROLL CALL/THIS MEETING WILL BE HELD IN PERSON AND VIA ZOOM MEETING. Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford, Absent Mayor Wood.  
STAFF PRESENT: Town Manager Robinson, Library Clerk Debbie Robinson  
PUBLIC PRESENT: Zander Ault, Denise Bowdon, Allan Sanchez, Ralph Schmitt, Robert Gay, Via Zoom Hunter Williams.
3. PLEDGE OF ALLEGIANCE—Vice-Mayor Stabile led the Pledge of Allegiance.
4. CORRECTION AND OR APPROVAL OF MINUTES FROM:  
A REGULAR COUNCIL MEETING HELD OCTOBER 22, 2025, AT 6:00 PM IN PERSON AND VIA ZOOM.  
**MOTION:** Council Member Finch moved to approve the minutes from A REGULAR COUNCIL MEETING HELD OCTOBER 22, 2025, AT 6:00 PM IN PERSON AND VIA ZOOM.  
**SECOND:** Council Member Claverie.  
**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:  
**AYES:** Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.  
**NAYS:** None  
**ABSTAINERS:** None  
**ABSENT:** Mayor Wood.
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. Zander Ault spoke to Item 15 and encouraged the Council to vote yes to send a letter of support to the County for the Arizona FLAP Grant to build a Hiking and Biking trail along a portion of Harshaw Road going out to the Valley.
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. Council Member Finch mentioned that the Municipal Property Corporation held its annual meeting on November 10<sup>th</sup> and the only business was the Town Managers report.
7. REPORTS FROM DEPARTMENTS AND COMMITTEES ON ONGOING ACTIVITIES. In the books.

**NEW BUSINESS**

8. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE DEPUTY TOWN MANAGER JOB DESCRIPTION SO THERE IS A RESPONSIBLE PARTY WHEN THE TOWN MANAGER IS NOT AVAILABLE.

*ALL COUNCIL MEETINGS WILL BE HELD IN TOWN COUNCIL CHAMBERS 310 MCKEOWN AVE. PATAGONIA AZ AT 6:00 PM THE SECOND AND FOURTH WEDNESDAYS OF THE MONTH UNLESS OTHERWISE SPECIFIED.*



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**MOTION:** Council Member Claverie moved to APPROVE THE DEPUTY TOWN MANAGER JOB DESCRIPTION SO THERE IS A RESPONSIBLE PARTY WHEN THE TOWN MANAGER IS NOT AVAILABLE.

**SECOND:** Council Member Retherford.

**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:

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

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** Mayor Wood.

9. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE TOWN MANAGER SIGNING A PROPOSAL FOR DESIGN SERVICES WITH CPE CONSULTANTS TO PROVIDE CONCEPT DESIGN SERVICES FOR A NEW DAYCARE CENTER TO BE CONSTRUCTED ON A PORTION OF THE TOWN'S RECENTLY ACQUIRED FIVE ACRE PARCEL LOCATED ON HARSHAW AVENUE.

**MOTION:** Council Member Claverie moved to APPROVE THE TOWN MANAGER SIGNING A PROPOSAL FOR DESIGN SERVICES WITH CPE CONSULTANTS TO PROVIDE CONCEPT DESIGN SERVICES FOR A NEW DAYCARE CENTER TO BE CONSTRUCTED ON A PORTION OF THE TOWN'S RECENTLY ACQUIRED FIVE ACRE PARCEL LOCATED ON HARSHAW AVENUE.

**SECOND:** Council Member Retherford.

**DISCUSSION:** Various Council Members asked questions on operations and location. The Town Manager said the Town would build the building and lease it to an operator and the location would be at the East end of the 5 acres.

**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:

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

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** Mayor Wood.

10. DISCUSSION AND POSSIBLE ACTION TO ALLOW THE PAC CYCLING GROUP TO USE THE DR. MOCK PARK GAZEBO ON MONDAY, MARCH 9<sup>TH</sup> 2026 FROM 11:00 AM-1:00 PM, TUESDAY, MARCH 17<sup>TH</sup> 2026 FROM 8:00 AM-9:00 AM, AND TUESDAY, MARCH 24<sup>TH</sup> FROM 8:00 AM- 9:00 AM. THIS IS AN ANNUAL BIKING EVENT AND THEY ALWAYS LEAVE A DONATION FOR THE TOWN.

**MOTION:** Council Member Finch moved to ALLOW THE PAC CYCLING GROUP TO USE THE DR. MOCK PARK GAZEBO ON MONDAY, MARCH 9<sup>TH</sup> 2026 FROM 11:00 AM-1:00 PM, TUESDAY, MARCH 17<sup>TH</sup> 2026 FROM 8:00 AM-9:00 AM, AND TUESDAY, MARCH 24<sup>TH</sup> FROM 8:00 AM- 9:00 AM. THIS IS AN ANNUAL BIKING EVENT AND THEY ALWAYS LEAVE A DONATION FOR THE TOWN.

**SECOND:** Vice-Mayor Stabile.

**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:

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

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** Mayor Wood.



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11. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE TOWN MANAGER APPLYING FOR A SOUTH32/HERMOSA GRANT TO ASSIST IN PAYING FOR THE NEW CHRISTMAS DECORATIONS FOR THE TOWN. THE CURRENT DECORATIONS ARE 40 YEARS OLD AND SOME OLDER. THE GRANT AMOUNT IS \$7,560.00.  
**MOTION:** Council Member Finch moved to APPROVE THE TOWN MANAGER APPLYING FOR A SOUTH32/HERMOSA GRANT TO ASSIST IN PAYING FOR THE NEW CHRISTMAS DECORATIONS FOR THE TOWN. THE CURRENT DECORATIONS ARE 40 YEARS OLD AND SOME OLDER. THE GRANT AMOUNT IS \$7,560.00.  
**SECOND:** Council Member Claverie.  
**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:  
**AYES:** Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.  
**NAYS:** None  
**ABSTAINERS:** None  
**ABSENT:** Mayor Wood.
12. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE TOWN MANAGER SIGNING THE PROPOSAL FROM CPE CONSULTANTS FOR THE DESIGN, ENGINEERING AND MANAGEMENT OF THE RECONSTRUCTION OF THE FOURTH AVENUE PUBLIC RESTROOM PARKING AREA ADDING A NEW PARKING SPACE AND EXTENDING THE 6' SIDEWALK. PROPOSAL AMOUNT IS \$13,380.00.  
**MOTION:** Council Member Finch moved to APPROVE THE TOWN MANAGER SIGNING THE PROPOSAL FROM CPE CONSULTANTS FOR THE DESIGN, ENGINEERING AND MANAGEMENT OF THE RECONSTRUCTION OF THE FOURTH AVENUE PUBLIC RESTROOM PARKING AREA ADDING A NEW PARKING SPACE AND EXTENDING THE 6' SIDEWALK. PROPOSAL AMOUNT IS \$13,380.00.  
**SECOND:** Vice-Mayor Stabile.  
**DISCUSSION:** Council Member Retherford asked if these were the design funds and the Town Manager said they were from the STBG funds.  
**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:  
**AYES:** Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.  
**NAYS:** None  
**ABSTAINERS:** None  
**ABSENT:** Mayor Wood.
13. DISCUSSION AND POSSIBLE ACTION TO APPROVE A GRANT-IN-AID AGREEMENT BETWEEN THE TOHONO O' ODHAM NATION AND THE TOWN OF PATAGONIA TO PROVIDE RADIO COMMUNICATIONS FOR PATAGONIA VOLUNTEER FIRE & RESCUE IN THE AMOUNT OF \$14,330.00.  
**MOTION:** Council Member Finch moved to APPROVE A GRANT-IN-AID AGREEMENT BETWEEN THE TOHONO O' ODHAM NATION AND THE TOWN OF PATAGONIA TO PROVIDE RADIO COMMUNICATIONS FOR PATAGONIA VOLUNTEER FIRE & RESCUE IN THE AMOUNT OF \$14,330.00.  
**SECOND:** Council Member Claverie.  
**DISCUSSION:** Council Member Retherford asked for clarity on the purpose of the funds and the Town Manager said new radios for the Volunteer Fire Department.  
**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:



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

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** Mayor Wood.

14. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE TOWN MANGER SIGN A CONTRACT FOR MONITORING SERVICES FOR THE TOWN OF PATAGONIA TO DO ANNUAL INSPECTION AND FILING OF THE PROPER PAPERWORK FOR THE FOREST LEGACY CONSERVATION EASEMENT WITH MICHELE GIRARD AN APPROVED FOREST LEGACY MONITOR. CONTRACT AMOUNT IS \$500.00. THESE FUNDS WILL COME FROM THE INTEREST BEING EARNED ON THE \$25,000.00 BORDERLANDS DEPOSITED WITH THE TOWN IN MAY OF 2022.

**MOTION:** Council Member Claverie moved to APPROVE THE TOWN MANGER SIGN A CONTRACT FOR MONITORING SERVICES FOR THE TOWN OF PATAGONIA TO DO ANNUAL INSPECTION AND FILING OF THE PROPER PAPERWORK FOR THE FOREST LEGACY CONSERVATION EASEMENT WITH MICHELE GIRARD AN APPROVED FOREST LEGACY MONITOR. CONTRACT AMOUNT IS \$500.00. THESE FUNDS WILL COME FROM THE INTEREST BEING EARNED ON THE \$25,000.00 BORDERLANDS DEPOSITED WITH THE TOWN IN MAY OF 2022.

**SECOND:** Council Member Finch.

**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:

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

**NAYS:** None

**ABSTAINERS:** None

**ABSENT:** Mayor Wood.

15. DISCUSSION AND POSSIBLE ACTION TO APPROVE MAYOR WOOD SIGNING A LETTER OF SUPPORT TO THE CENTRAL FEDERAL LANDS HIGHWAY DIVISION FOR SANTA CRUZ COUNTY APPLYING FOR THE ARIZONA FLAP (FEDERAL LANDS ACCESS PROGRAM GRANT) TO BUILD A HIKING AND BIKING TRAIL ALONG 1.6 MILES OF HARSHAW ROAD FROM THE HARSHAW BRIDGE AT TOWN LIMITS TO THE HARSHAW ROAD TRAILHEAD.

**MOTION:** Council Member Finch moved to APPROVE MAYOR WOOD SIGNING A LETTER OF SUPPORT TO THE CENTRAL FEDERAL LANDS HIGHWAY DIVISION FOR SANTA CRUZ COUNTY APPLYING FOR THE ARIZONA FLAP (FEDERAL LANDS ACCESS PROGRAM GRANT) TO BUILD A HIKING AND BIKING TRAIL ALONG 1.6 MILES OF HARSHAW ROAD FROM THE HARSHAW BRIDGE AT TOWN LIMITS TO THE HARSHAW ROAD TRAILHEAD.

**SECOND:** Vice-Mayor Stabile.

**DISCUSSION:** Council Member Retherford asked for clarity on the start and ending of the trail. Zander said from the Harshaw Bridge at Town Limit to the parking area of the Arizona Trail. Vice-Mayor Stabile wanted clarity on the position of the trail, left or right going to the Valley and Zander said the creek side or right.

**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:

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

**NAYS:** None

**ABSTAINERS:** None



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**ABSENT:** Mayor Wood.

16. DISCUSSION AND POSSIBLE ACTION TO APPOINT ALLAN SANCHEZ, THE SANTA CRUZ COUNTY FLOOD PLAIN COORDINATOR TO THE FLOOD AND FLOW COMMITTEE.  
**MOTION:** Council Member Claverie moved to appoint ALLAN SANCHEZ, THE SANTA CRUZ COUNTY FLOOD PLAIN COORDINATOR TO THE FLOOD AND FLOW COMMITTEE.  
**SECOND:** Council Member Finch.  
**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:  
**AYES:** Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.  
**NAYS:** None  
**ABSTAINERS:** None  
**ABSENT:** Mayor Wood.
17. DISCUSSION AND POSSIBLE ACTION TO APPROVE PAYMENT OF ACCOUNTS PAYABLE.  
**MOTION:** Council Member Finch moved to approve payment of accounts payable.  
**SECOND:** Vice-Mayor Stabile.  
**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:  
**AYES:** Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.  
**NAYS:** None  
**ABSTAINERS:** None  
**ABSENT:** Mayor Wood.
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 28<sup>th</sup> Meeting. No new Items.
19. **ADJOURN**  
**MOTION:** Vice-Mayor Stabile moved to adjourn.  
**SECOND:** Council Member Finch.  
**VOTE:** The motion passed by a 4-0 vote, with Council Members voting as follows:  
**AYES:** Vice-Mayor Stabile, Council Members Finch, Claverie & Retherford.  
**NAYS:** None  
**ABSTAINERS:** None  
**ABSENT:** Mayor Wood.

THE MEETING ADJOURNED AT 6:14 pm.



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I Hereby confirm the foregoing minutes are a true and accurate copy of the minutes from a Special Council Meeting held November 19, 2025 at 6:00 pm. I further certify that the meeting was duly called, held, and that a quorum was present.

Dated this 17th Day of December, 2025.

APPROVED:

\_\_\_\_\_  
Mayor Andrea Wood

ATTEST:

\_\_\_\_\_  
Ron Robinson, Town Clerk