



**TOWN OF PATAGONIA REGULAR COUNCIL MEETING MINUTES
DECEMBER 17, 2025 @ 6:00 P.M.
ZOOM MEETING I.D. 957-511-4862 PASSWORD 338501**

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 and Retherford present, Council Member Claverie absent.
STAFF PRESENT: Town Manager Robinson, Library Clerk Debbie Robinson
PUBLIC PRESENT: Victor Romo, Zay Hartigan, Heidi Rentz, Robert Gay, Johnny Lopez, Michael Collins, and via Zoom Hunter Williams, Jim Usevitch, Ruben Villa, and Anna Darian (PARA).
3. PLEDGE OF ALLEGIANCE – Mayor Wood led the Pledge of Allegiance.
4. CORRECTION AND OR APPROVAL OF MINUTES FROM:
A SPECIAL COUNCIL MEETING HELD NOVEMBER 19, 2025, AT 6:00 PM IN PERSON AND VIA ZOOM.
MOTION: Council Member Finch moved to approve the minutes from A SPECIAL COUNCIL MEETING HELD NOVEMBER 19, 2025, AT 6:00 PM IN PERSON AND VIA ZOOM.
SECOND: Vice-Mayor Stabile.
VOTE: The motion passed by a 4-0 vote, with Council Members voting as follows:
AYES: Mayor Wood, Vice-Mayor Stabile, Council Members Finch & Retherford.
NAYS: None
ABSTAINERS: None
ABSENT: Council Member Claverie.
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. Town Manager Robinson gave an overview of the “First Annual Christmas in the Park” and mentioned that 112 stockings were handed out to children with candy and a \$10.00 amazon gift card and a Tree was planted next to the Gazebo for a Future Christmas Tree Lighting Ceremony.
7. REPORTS FROM DEPARTMENTS AND COMMITTEES ON ONGOING ACTIVITIES. In the books. Council Member Retherford gave a report from the Planning and Development Committee meeting held December 9th at 6:00 pm and mentioned that the Use Permit Application was being updated, senior survey for senior housing was released this week, and chapter 15 subdivisions was being updated.

NEW BUSINESS

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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8. JIM USEVITCH WITH COBY & POWELL WILL GIVE AN OVERVIEW OF THE FISCAL YEAR 2025 AUDIT. Jim gave an overview of the audit emphasizing of less journal entries needed, and the Town's finances are in better shape than last year. Part of our job is to look for fraud and we found none. With your new accountant, Ruben Villa, this year's audit was much smoother. Jim explained the Alternate Expenditure Limitation Report (AELR) and the Town was over 2 million dollars under the limit. Mayor Wood commented we are going in the right direction, and we really appreciate all the work Ruben has done to make this a better situation. Jim thanked the Council for the opportunity to do the audit.

9. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 25-02, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF PATAGONIA, ARIZONA, AMENDING MULTIPLE SECTIONS OF TOWN CODE CHAPTER 12 WATER AND SEWER TO REPEAL CERTAIN FEES AND CHARGES SET FORTH THEREIN AND REPLACING SPECIFIC FEES WITH REFERENCES TO FEES AND RATES ADOPTED BY RESOLUTION OF THE TOWN COUNCIL, AND DELETING ALL REFERENCES TO TOWN CLERK/TREASURER AND REPLACING WITH TOWN MANAGER.
MOTION: Council Member Finch moved to ADOPT ORDINANCE NO. 25-02, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF PATAGONIA, ARIZONA, AMENDING MULTIPLE SECTIONS OF TOWN CODE CHAPTER 12 WATER AND SEWER TO REPEAL CERTAIN FEES AND CHARGES SET FORTH THEREIN AND REPLACING SPECIFIC FEES WITH REFERENCES TO FEES AND RATES ADOPTED BY RESOLUTION OF THE TOWN COUNCIL, AND DELETING ALL REFERENCES TO TOWN CLERK/TREASURER AND REPLACING WITH TOWN MANAGER.
SECOND: Council Member Retherford.
DISCUSSION: Council Member Finch noted two typos that need correcting on page one and two.
VOTE: The motion passed by a 4-0 vote, with Council Members voting as follows:
AYES: Mayor Wood, Vice-Mayor Stabile, Council Members Finch & Retherford.
NAYS: None
ABSTAINERS: None
ABSENT: Council Member Claverie.

10. HEIDI RENTZ AULT WILL GIVE A PRESENTATION FOR THE DAYDREAMER FOOTRACE TO BE HELD IN FEBRUARY OF 2026 AND SCHEDULE OF EVENTS. Heidi gave a detailed explanation of the February 6th & 7th second annual Daydreamer Foot Race a 2-day trail running event with 10K, 30K & 50K races. The event is to raise money for Patagonia Recycling, and the public is welcome at the Patagonia Lumber Company events for a \$5 fee. Heidi addressed safety protocols and stated she will keep Ron posted in all aspects. She would also like to have a free Kid's race in the park for 3- to 10-year-olds.

11. DISCUSSION AND POSSIBLE ACTION TO ALLOW HEIDI RENTZ TO RESERVE THE 5 ACRES ON HARSHAW FOR CAMPING FROM FEBRUARY 6-8, 2026. THIS WILL BE FOR THE DAYDREAMER FOOT RACE AND PEOPLE WOULD ARRIVE BY 3:00 PM ON FRIDAY FEBRUARY 6TH AND DEPART EARLY ON SUNDAY FEBRUARY 8TH. HEIDI UNDERSTANDS THERE IS A \$225.00 PER DAY FEE SHE WILL PAY.
MOTION: Council Member Finch moved to ALLOW HEIDI RENTZ TO RESERVE THE 5 ACRES ON HARSHAW FOR CAMPING FROM FEBRUARY 6-8, 2026. THIS WILL BE FOR THE DAYDREAMER FOOT RACE AND PEOPLE WOULD ARRIVE BY 3:00 PM ON FRIDAY FEBRUARY 6TH AND DEPART EARLY ON SUNDAY FEBRUARY 8TH. HEIDI UNDERSTANDS THERE IS A \$225.00 PER DAY FEE SHE WILL PAY.

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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SECOND: Vice-Mayor Stabile.

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

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

NAYS: None

ABSTAINERS: None

ABSENT: Council Member Claverie.

12. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 2025-03, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF PATAGONIA, ARIZONA, AMENDING SECTION 7-1-5 FEES OF TOWN CODE CHAPTER 7 BUILDING TO SIMPLIFY CONSTRUCTION VALUATION AND REDUCE OVERALL FEES.
MOTION: Council Member Finch moved to ADOPT ORDINANCE NO. 2025-03, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF PATAGONIA, ARIZONA, AMENDING SECTION 7-1-5 FEES OF TOWN CODE CHAPTER 7 BUILDING TO SIMPLIFY CONSTRUCTION VALUATION AND REDUCE OVERALL FEES.
SECOND: Mayor Wood.
DISCUSSION: Council Member Retherford asked the Town Manager about the low value of the square foot price in the new chart. The Town Manager responded that the County's valuation is \$135.00 per square foot and that the former valuation was \$103.00 a square foot. The new valuation is \$110.00 a square foot, which determines the base price of the project to bring fairness to our Building Permit costs.
VOTE: The motion passed by a 4-0 vote, with Council Members voting as follows:
AYES: Mayor Wood, Vice-Mayor Stabile, Council Members Finch & Retherford.
NAYS: None
ABSTAINERS: None
ABSENT: Council Member Claverie.
13. DISCUSSION AND POSSIBLE ACTION TO ALLOW TOWN MANAGER ROBINSON SIGN A SITE AGREEMENT WITH PANO AI, TO LEASE SPACE FOR FIRE DETECTION EQUIPMENT AT THE TOWN'S RESERVOIR SITE AND PROVIDE ELECTRICAL SERVICE FOR \$250.00 PER MONTH FOR A PERIOD OF 5 YEARS.
MOTION: Mayor Wood moved to ALLOW TOWN MANAGER ROBINSON SIGN A SITE AGREEMENT WITH PANO AI, TO LEASE SPACE FOR FIRE DETECTION EQUIPMENT AT THE TOWN'S RESERVOIR SITE AND PROVIDE ELECTRICAL SERVICE FOR \$250.00 PER MONTH FOR A PERIOD OF 5 YEARS.
SECOND: Council Member Retherford.
DISCUSSION: Council Member Retherford asked the Town Manager how the system worked. The Town manager said it was a camera system for Unisource to use for the detection of possible fire issues in our area. It will be mounted on a pole where our repeater is at the reservoir. The Town Manager asked the Fire Chief if it would connect into their alert system, but the Fire Chief was not sure but did say it would better alert them anyway.
VOTE: The motion passed by a 4-0 vote, with Council Members voting as follows:
AYES: Mayor Wood, Vice-Mayor Stabile, Council Members Finch & Retherford.
NAYS: None
ABSTAINERS: None
ABSENT: Council Member Claverie.



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14. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE TOWN'S PRO BONO ENVIRONMENTAL LITIGATION ATTORNEY, JOY HERR-CARDILLO OF THE UNIVERSITY OF ARIZONA LAW SCHOOL, TO FILE AN AMICAS BRIEF ON BEHALF OF THE TOWN TO JOIN THE REQUEST OF THE PATAGONIA AREA RESOURCE ALLIANCE AND OTHER PLAINTIFFS, WHO ARE REQUESTING THAT THE DISTRICT COURT ORDER A MORE THOROUGH ENVIRONMENTAL REVIEW PROCESS BE CONDUCTED BY THE USFS, ESPECIALLY AS TO THE RISK OF CROSS-CONTAMINATION INTO THE PATAGONIA WATERSHED. PREVIOUS AMICAS BRIEF APPROVAL WAS ON THE REGULAR TOWN COUNCIL AGENDA ITEM #10, JULY 12, 2023.
MOTION: Council Member Finch moved to AUTHORIZE THE TOWN'S PRO BONO ENVIRONMENTAL LITIGATION ATTORNEY, JOY HERR-CARDILLO OF THE UNIVERSITY OF ARIZONA LAW SCHOOL, TO FILE AN AMICAS BRIEF ON BEHALF OF THE TOWN TO JOIN THE REQUEST OF THE PATAGONIA AREA RESOURCE ALLIANCE AND OTHER PLAINTIFFS, WHO ARE REQUESTING THAT THE DISTRICT COURT ORDER A MORE THOROUGH ENVIRONMENTAL REVIEW PROCESS BE CONDUCTED BY THE USFS, ESPECIALLY AS TO THE RISK OF CROSS-CONTAMINATION INTO THE PATAGONIA WATERSHED. PREVIOUS AMICAS BRIEF APPROVAL WAS ON THE REGULAR TOWN COUNCIL AGENDA ITEM #10, JULY 12, 2023.
SECOND: Council Member Retherford.
VOTE: The motion passed by a 4-0 vote, with Council Members voting as follows:
AYES: Mayor Wood, Vice-Mayor Stabile, Council Members Finch & Retherford.
NAYS: None
ABSTAINERS: None
ABSENT: Council Member Claverie.
15. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2025-11, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PATAGONIA, ARIZONA, AUTHORIZING AN ANNUAL YEAR-END LUMP-SUM EMPLOYEE COMPENSATION PAYMENT EFFECTIVE AS OF FISCAL YEAR 2026, PAYABLE DURING THE FIRST PAY PERIOD OF EACH DECEMBER, SUBJECT TO ANNUAL BUDGET APPROPRIATION LIMITS, AND ESTABLISHING FINDINGS REGARDING PUBLIC PURPOSE, LEGAL COMPLIANCE, AND PAYROLL PROCESSING.
MOTION: Council Member Finch moved to ADOPT RESOLUTION 2025-11, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PATAGONIA, ARIZONA, AUTHORIZING AN ANNUAL YEAR-END LUMP-SUM EMPLOYEE COMPENSATION PAYMENT EFFECTIVE AS OF FISCAL YEAR 2026, PAYABLE DURING THE FIRST PAY PERIOD OF EACH DECEMBER, SUBJECT TO ANNUAL BUDGET APPROPRIATION LIMITS, AND ESTABLISHING FINDINGS REGARDING PUBLIC PURPOSE, LEGAL COMPLIANCE, AND PAYROLL PROCESSING.
SECOND: Council Member Retherford.
VOTE: The motion passed by a 4-0 vote, with Council Members voting as follows:
AYES: Mayor Wood, Vice-Mayor Stabile, Council Members Finch & Retherford.
NAYS: None
ABSTAINERS: None
ABSENT: Council Member Claverie.
16. 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 4-0 vote, with Council Members voting as follows:
AYES: Mayor Wood, Vice-Mayor Stabile, Council Members Finch & Retherford.



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NAYS: None

ABSTAINERS: None

ABSENT: Council Member Claverie.

17. 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. No items were added.

18. DISCUSSION AND POSSIBLE ACTION TO ADJOURN INTO EXECUTIVE SESSION PURSUANT TO A. R. S. §38-431.03(A) (1), PERTAINING TO REVIEWING TOWN MANAGER ROBINSON'S ANNUAL EVALUATION. THE TOWN COUNCIL WILL DETERMINE HIS CONTINUED SALARY, AND BENEFIT PACKAGE.

IF AUTHORIZED BY A MAJORITY VOTE OF THE TOWN COUNCIL, THE EXECUTIVE SESSION WILL BE HELD AFTER THE VOTE AND WILL NOT BE OPEN TO THE PUBLIC.

MOTION: Mayor Wood moved to adjourn into EXECUTIVE SESSION PURSUANT TO A. R. S. §38-431.03(A) (1), PERTAINING TO REVIEWING TOWN MANAGER ROBINSON'S ANNUAL EVALUATION. THE TOWN COUNCIL WILL DETERMINE HIS CONTINUED SALARY, AND BENEFIT PACKAGE.

SECOND: Council Member Finch

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

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

NAYS: None

ABSTAINERS: None

ABSENT: Council Member Claverie.

THE COUNCIL ADJOURNED INTO EXECUTIVE SESSION AT 6:35 PM.

THE COUNCIL RECONVENED BACK INTO THE SPECIAL COUNCIL MEETING AT 7:03 PM.

MOTION: MAYOR WOOD MOVED TO CONTINUE TOWN MANAGER ROBINSONS EMPLOYMENT WITH A SALARY INCREASE OF 10% AND USE OF A TOWN VEHICLE TO COMMUTE INSIDE OF TOWN LIMITS BECAUSE OF ON-CALL STATUS.

SECOND: Council Member Finch.

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

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

NAYS: None

ABSTAINERS: None

ABSENT: Council Member Claverie.

19. ADJOURN

MOTION: Mayor Wood moved to adjourn.

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SECOND: Council Member Finch.

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

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

NAYS: None

ABSTAINERS: None

ABSENT: Council Member Claverie.

THE MEETING ADJOURNED AT 7:05 PM.

I hereby confirm the foregoing minutes area true and accurate copy of the minutes from a Special Council Meeting held December 17, 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