

February 1, 2024

MEMORANDUM TO: Honorable Mayor and City Council

THRU: Charles P. Potucek, City Manager  
Victoria Yarbrough, Assistant City Manager

FROM: Matt McLachlan, Community Development Director  
Staff Liaison, Neighborhoods Commission

SUBJECT: REQUEST FOR AGENDA ITEM PLACEMENT  
RESOLUTION 2024-004, Resignations of Tait Wilcox, Rosie Mackey, and Pamela Anderson; and Appointments of Wendee Grinde and Alvira (Vera) Gates-Williams to the Sierra Vista Neighborhoods Commission

RECOMMENDATION:

Mayor Pro Tem Umphrey recommends approval.

BACKGROUND:

The Neighborhoods Commission has three members, Tait Wilcox, Rosie Mackey, and Pamela Anderson resigning. The City has received applications for two of the vacancies by Associate Members, Wendee Grinde and Alvira (Vera) Gates-Williams. It has been recommended by the Mayor Pro Tem Umphrey that they be appointed to the Neighborhoods Commission, said terms to expire April 30, 2026.

BUDGET APPROPRIATION:


Not applicable.

Date: January 26, 2024

To: Matt Mclachlan  
From: Rosemary Mackey

This letter is to advise you that I am tendering my resignation from the Neighborhood Commission immediately. I found that I can better use my time and effort to much smaller efforts in the community. I have been involved in the revitalization of the West End of our fair city for over 20 some year and I feel it is time to allow the younger generation to take over. I wish you all the luck in the world.

Rosie Mackey  
"Official Nosy Neighbor:

[Rosie.Mackey55@gmail.com](mailto:Rosie.Mackey55@gmail.com)  


From: Landmark Cafe <[REDACTED]>

**Sent:** Fri 19/01/24 11:33 AM

To: <matt.mclachlan@sierravistaaz.gov>

**Priority:** Normal

Subject: No Subject

Good afternoon Matt I'm letting you know that I am resigning from the Neighborhood Commission / Association. I have a lot on my plate these days and don't see anything letting up soon. I've been on the commission for many years and I feel there might be someone who can better fill the spot. The restaurant is available for the meetings if you want. I appreciate everything that you and the city have done for us on The West End and hope that you continue to do so. Thank you for your time. Pam

From: Landmark Cafe <[REDACTED]> - No Subject

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**From:** Wilcox, Tait <[REDACTED]>  
**Sent:** Thursday, January 25, 2024 3:25 PM  
**To:** Jill Adams <Jill.Adams@SIERRAVISTAAZ.GOV>  
**Subject:** RE: Swearing in? [CAUTION: FROM INTERNET]

**WARNING:** This email originated from outside of SierraVistaAZ.gov. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Jill,

Also, I am resigning from the Housing and In-fill Commissions as I will be fulfilling the seat on the Planning and Zoning Commission. I do not want to be spread thin, on my volunteering capabilities by participating on two commissions.

Thanks Much,

Tait Wilcox

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# City of Sierra Vista

1011 North Coronado Drive, Sierra Vista, Arizona 85635  
520-458-3315 - fax 520-458-0584 - www.SierraVistaAZ.gov

## APPLICATION TO CITY BOARD/COMMISSION

DATE: 1/30/2024

BOARD/COMMISSION: Neighborhood Commission

NAME: Wendee Grinde TELEPHONE: [REDACTED] (ONE PER FORM)  
(HOME) (WORK)

E-MAIL ADDRESS: [REDACTED]

ADDRESS: \_\_\_\_\_ CITY: AZ ZIP: 85635

CITY RESIDENT? Y REGISTERED TO VOTE IN CITY? Y

EDUCATION: GED

OCCUPATION: Corporate Executive Assistant/Building Manager

(IF RETIRED, INDICATE FORMER OCCUPATION)

PROFESSIONAL/COMMUNITY ACTIVITIES: Currently serving on the SV Area Chamber of Commerce Board of Directors (Secretary). Served on the Boys & Girls Clubs of SV Board of Directors.

QUALIFICATIONS/INTEREST IN BOARD/COMMISSION: When I was the Director of Operations for the University South foundation I became well invested in my community and developed relationships with community members, business owners, community leaders, etc. I learned how important it is to support my community if I want SV to thrive for years to come.

REFERENCES: 1. Matt McLachlan, Matt.McLachlan@SIERRAVISTAAZ.GOV. [REDACTED]  
(NAME) (ADDRESS) (PHONE)

2. Pam Anderson, Landmark Cafe [REDACTED]  
(NAME) (ADDRESS) (PHONE)

**THIS APPLICATION WILL BE KEPT ON FILE FOR A PERIOD OF ONE YEAR FROM ABOVE DATE.**

AS A CANDIDATE TO A COUNCIL APPOINTED BOARD/COMMISSION/COMMITTEE, YOUR NAME, ADDRESS AND PHONE NUMBER MAY BE AVAILABLE TO THE PRESS AND PUBLIC UPON REQUEST.

Please return completed application to the city clerk at: CityClerk@SierraVistaAZ.gov



# City of Sierra Vista

1011 North Coronado Drive, Sierra Vista, Arizona 85635  
520-458-3315 - fax 520-458-0584 - www.SierraVistaAZ.gov

## APPLICATION TO CITY BOARD/COMMISSION

DATE: 01/31/2024

BOARD/COMMISSION: Neighborhood Commission

NAME: Alvira (Vera) Gates-Williams TELEPHONE: [REDACTED] / [REDACTED] (ONE PER FORM)  
(HOME) (WORK)

E-MAIL ADDRESS: [REDACTED]

ADDRESS: [REDACTED] CITY: Sierra Vista ZIP: 85635

CITY RESIDENT? Yes REGISTERED TO VOTE IN CITY? Yes

EDUCATION: MBA

OCCUPATION: Self-Employed, GM Sierra Suites Hotel

(IF RETIRED, INDICATE FORMER OCCUPATION)

PROFESSIONAL/COMMUNITY ACTIVITIES: Professional Women of Excellence (Founder), Arizona Community Foundation, Cochise County RE-Entry Coalition (Co-Chair), AGW Entertainment/Management Group

QUALIFICATIONS/INTEREST IN BOARD/COMMISSION: Worked on multiple committees and worked to bring life into the West End and the Tourism Commission

My interest is to help advise and grow the communities around Sierra Vista. I want to be one of the voices in moving the community forward

- REFERENCES:
- |    |                                    |                     |                      |
|----|------------------------------------|---------------------|----------------------|
| 1. | <u>Joyce Aguilar (J's Kitchen)</u> | <u>Sierra Vista</u> | <u>520- 664-9254</u> |
|    | (NAME)                             | (ADDRESS)           | (PHONE)              |
| 2. | <u>Pam Chandler (SV Co-Op)</u>     | <u>Sierra Vista</u> | <u>520-508-4695</u>  |
|    | (NAME)                             | (ADDRESS)           | (PHONE)              |

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RESOLUTION 2024-004

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, COCHISE COUNTY, ARIZONA; REAFFIRMING SETTLED POLICY ON BOARDS AND COMMISSIONS BY ACCEPTING RESIGNATIONS OF PAMELA ANDERSON, TAIT WILCOX, AND ROSIE MACKEY, WITH REGRET; AND APPOINTMENTS OF WENDEE GRINDE AND ALVIRA (VERA) GATES-WILLIAMS TO THE SIERRA VISTA NEIGHBORHOODS COMMISSION, SAID TERMS TO EXPIRE ON APRIL 30, 2026; AND AUTHORIZING AND DIRECTING THE CITY MANAGER, CITY CLERK, CITY ATTORNEY OR THEIR DULY AUTHORIZED OFFICERS AND AGENTS TO TAKE ALL STEPS NECESSARY TO CARRY OUT THE PURPOSES AND INTENT OF THIS RESOLUTION.

WHEREAS, on February 24, 2023, the City Council established the Sierra Neighborhoods Commission, as a Council Advisory Commission, by Resolution No. 2023-013; and

WHEREAS, the Board and Commission Practice and Procedures Guidelines, as most recently amended by the City Council on May 4, 2023, calls for Commissioner appointments to be made by Council Resolution on the recommendation of the Council Liaison; and

WHEREAS, regulatory Council Advisory Commissions are slated to have five appointed members; and

WHEREAS, Pamela Anderson, Tait Wilcox, and Rosie Mackey have resigned from the Neighborhood Commission; and

WHEREAS, applications from the Neighborhood Commission Associates, Wendee Grinde and Alvira (Vera) Gates-Williams have been received.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, ARIZONA, THAT:

SECTION 1

The City Council reaffirms its settled policy, most recently reaffirmed, on appointments to boards and commissions.

SECTION 2

The City Council hereby appoints Wendee Grinde and Alvira (Vera) Gates-Williams to the Sierra Vista Neighborhoods Commission, said terms to expire on April 30, 2026.

SECTION 3

The City Manager, City Clerk, City Attorney, or their duly authorized officers and agents are hereby authorized and directed to take all steps necessary to carry out the purposes and intent of this resolution.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL  
OF THE CITY OF SIERRA VISTA, ARIZONA THIS 8<sup>TH</sup> DAY OF FEBRUARY 2024.

\_\_\_\_\_  
CLEA McCAA II  
Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
NATHAN J. WILLIAMS  
City Attorney

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JILL ADAMS  
City Clerk

PREPARED BY:  
Matt McLachlan, AICP  
Director of Community Development