

Sierra Vista City Council  
Meeting Summary  
February 8, 2024

Mayor McCaa called the February 8, 2024, City Council Regular Meeting to order at 5:00 p.m., City Hall Council Chambers, 1011 N. Coronado Drive, Sierra Vista, Arizona.

Roll Call:

Mayor Clea McCaa II – present  
Mayor Pro Tem Carolyn Umphrey – present  
Council Member William Benning – present  
Council Member Gregory Johnson – present  
Council Member Angelica Landry – present  
Council Member Marta Messmer - present  
Council Member Mark Rodriguez – present (telephonically, 5:13 p.m.)

Others Present:

Victoria Yarbrough, Assistant City Manager  
Chuck Potucek, City Manager  
Chris Hiser, Police Chief  
Brian Jones, Fire Chief  
Sharon Flissar, Public Works Director  
Emily Duchon, Library, Recreation, and Cultural Services Manager  
Matt McLachlan, Community Development Director  
Jill Adams, City Clerk  
Nathan J. Williams, City Attorney  
Tony Boone, Economic Development Director  
Adam Curtis, Marketing and Communications Manager  
Elizabeth Wrozek, PIO

Invocation – Charles Carlson, Sierra Vista Community Church, led everyone present in prayer.

Pledge of Allegiance – Council Member Johnson led the Pledge of Allegiance.

[Item 1](#) Acceptance of the Agenda

Council Member Messmer moved that the agenda of the Regular City Council Meeting of February 8, 2024, be approved. Mayor Pro Tem Umphrey seconded the motion. The motion unanimously carried, 6/0. Mayor McCaa, Mayor Pro Tem Umphrey, Council Members Benning, Johnson, Landry, and Messmer voted in favor.

Awards and Presentations

Police Chief Hiser announced that this month is Teen Dating Violence Awareness Month that dovetails in with a proclamation from October which is Domestic Violence Awareness Month. He explained that almost a decade ago, the State Legislature incorporated teen dating violence into the domestic violence statutes because domestic violence is looked at as a cycle of violence. It sometimes starts very early even in the teen years and to address domestic violence, the violence must be addressed at an early age; therefore, this is why this month is special teen dating violence in the high school. The Police Department's school resource officer sometimes must address it; although, these are adolescents, these are youths that are still very

impressionable and teachable. Outreach and education are important this month and every month is important. The Department is going to take this opportunity to seize this opportunity and increase awareness of this. He presented Sergeant Boltinghouse, a partner with the County wide team that deals with domestic violence and domestic violence awareness. They have events planned for this month.

Sergeant Boltinghouse reported that on the national scale, Teen Dating Violence Awareness Month began to be recognized around 2010/2011. It is important that this be recognized at a national scale because it affects everyone and everywhere, including Sierra Vista. The question that everyone should ask themselves is what are we doing as a community or as leaders of the community? He noted that it is like what was said during the opening prayer, "to be a team, to work together to bring about education and advocacy, and to try to shine a light on a topic that is pretty dark." The Police Department and as a County-wide coalition, is doing this through the proclamation. The Department has an information display table in the lobby of the Police Department, there are going to be social media blasts, and the Police Department's exterior has been illuminated in orange, the color for this awareness in this campaign. The Coalition is actively working on trying to have a teen dating violence awareness conference to better educate them on this so they can start seeing the warning signs early on.

Mayor McCaa presented a proclamation declaring the month of February as Teen Dating Violence Awareness Month to Police Chief Hiser and Sergeant Boltinghouse.

City Manager's Report: Mr. Potucek announced that the next regularly scheduled work session is scheduled for Tuesday, February 20, 2024, at 3:00 p.m. in the Council Chambers that will include for discussion the election process for the General Plan, and the next regularly scheduled Council meeting is on February 22, 2024, at 5:00 p.m. in the Council Chambers. City offices will be closed on Monday, February 19, 2024, in observance of Presidents Day; therefore, refuse schedules will switch to Tuesday from Monday and Wednesday from Tuesday, and then back on schedule Thursday and Friday. He reported that the bid for the pedestrian walkway connections, transit grant, is out with a pre bid meeting scheduled for February 12, 2024, and bids being due on March 5, 2024. A bid is out for the construction design for connectivity, transit grant, which is due on February 19, 2024. The bid for the annual street maintenance asphalt patching crack seal and sand seals is out with a pre bid meeting scheduled for February 12, 2024, and bids being due on March 1, 2024. He further reported that the list of streets that will be worked on will be provided to Council and be put out on social media, and the bid for the purchase and installation of solar streetlights in Montebello, CDBG project, are due on February 20, 2024. Lastly, he reported that the December sales tax report shows that sales tax figures are running about 2.9 percent over budget. Therefore, the City is still over budget for the year and meeting budget projections; however, there is still a need to be concerned because the general sales tax dollars are flat at -.03 percent. Therefore, if the City did not have the food tax, that number would be more negative, which is even more reason to watch to see what the legislature does going forward. In closing, he announced that at the Arizona City Management Association Conference, Ms. Yarbrough was awarded the Catherine F. Connolly Award for professional excellence as the outstanding Assistant City Manager in the State of Arizona.

Item 2 Consent Agenda

[Item 2.1](#) Discussion and Possible Action of the Work Session Meeting Minutes of January 9, 2024

[Item 2.2](#) Discussion and Possible Action of the Regular City Council Meeting Minutes of January 11, 2024

[Item 2.3](#) Discussion and Possible Action of Resolution 2024-003, Acceptance of Karly Scarbrough's resignation and Appointment of Allyne McFalls to the Arts, Humanities, and Cultural Diversity Commission, said term to expire April 30, 2026

[Item 2.4](#) Discussion and Possible Action of Resolution 2024-004, Acceptance of Resignations by Tait Wilcox, Rosie Mackey, and Pamela Anderson, and Appointment of Wendee Grinde and Alvira (Vera) Gates-Williams to the Neighborhoods Commission, said term to expire April 30, 2026

[Item 2.5](#) Discussion and Possible Action of Resolution 2024-005, Appointments to the Upper San Pedro Partnership Advisory Commission

Mayor Pro Tem Umphrey moved that the consent agenda consisting of the minutes of the work session of January 9, 2024 and the regular City Council Meeting of January 11, 2024, Resolution 2024-003, accepting Karly Scarbrough's resignation, with regret, and appointing Allyne McFalls to the Arts, Humanities, and Cultural Diversity Commission, said term to expire April 30, 2026, Resolution 2024-004, accepting the resignations of Tait Wilcox, Rosie Mackey, and Pamela Anderson, with regret, and appointing Wendee Grinde and Alvira (Vera) Gates-Williams to the Neighborhoods Commission, said terms to expire April 30, 2026, and Resolution 2024-005, appointing Clea McCaa, Carolyn Umphrey, and Marta Messmer as primary members, Mark Rodriguez and Angelica Landry as alternate members, and reaffirming that Charles Potucek continue to serve as an alternate member on the Upper San Pedro Partnership Advisory Commission, said terms to coincide with term of office as council member, be approved. Council Member Johnson seconded the motion. The motion unanimously carried, 7/0. Mayor McCaa, Mayor Pro Tem Umphrey, Council Members Benning, Johnson, Landry, Messmer, and Rodriguez voted in favor.

Public Hearing

[Item 3](#) Discussion and Possible Action of Resolution 2024-006, Location Transfer Series 7 Liquor License Application for Amy S. Nations on behalf of Delect Foods of Arizona LLC. dba Pizza Hut #036976, 3680 E. Fry Boulevard, Sierra Vista, Arizona

Council Member Landry moved that Resolution 2024-006, a location transfer series 7 liquor license application for Amy S. Nations on behalf of Delect Foods of Arizona LLC. dba Pizza Hut #036976, be approved. Council Member Benning seconded the motion.

Ms. Adams briefed the item.

The motion unanimously carried, 7/0. Mayor McCaa, Mayor Pro Tem Umphrey, Council Members Benning, Johnson, Landry, Messmer, and Rodriguez voted in favor.

[Item 4](#) Discussion and Possible Action of Resolution 2024-007, General Plan Amendment, Revisions to the Traffic Circulation Plan, Map 8

Mayor Pro Tem Umphrey moved that Resolution 2024-007, General Plan amendment, revisions to the Traffic Circulation Plan, Map 8 of VISTA 2030, be approved. Council Member Johnson seconded the motion.

Mr. McLachlan briefed the item.

The motion unanimously carried, 7/0. Mayor McCaa, Mayor Pro Tem Umphrey, Council Members Benning, Johnson, Landry, Messmer, and Rodriguez voted in favor.

[Item 5](#) Discussion and Possible Action of Resolution 2024-008, Development Code Amendments, Section 151.04.005, Administrative Modification of Dimensional Standards, and Declaring a 30-day Comment Period

Council Member Benning moved that Resolution 2024-008, Development Code amendments, Section 151.04.005, Administrative Modification of Dimensional Standards, and declaring a 30-day Comment Period, be approved. Council Member Johnson seconded the motion.

Mr. McLachlan briefed the item.

The motion unanimously carried, 7/0. Mayor McCaa, Mayor Pro Tem Umphrey, Council Members Benning, Johnson, Landry, Messmer, and Rodriguez voted in favor.

New Business

[Item 6](#) Discussion and Possible Action of Ordinance 2024-001, Amendments to Development Code, Definitions Section 151.02.004, Supplementary District Regulations Section 151.04.007, Yards and Setbacks, Special Regulations for Particular Uses Section 151.06.013, Outdoor Storage, Walls and Screening Devices Section 151.15.005, Standards of Design, Matrix of Use Permissions by Zoning District Section 151.22.006, Use Permissions

Council Member Johnson moved that Ordinance 2024-001, amendments to the Development Code, Definitions Section 151.02.004, Supplementary District Regulations Section 151.04.007, Yards and Setbacks, Special Regulations for Particular Uses Section 151.06.013, Outdoor Storage, Walls and Screening Devices Section 151.15.005, Standards of Design, Matrix of Use Permissions by Zoning District Section 151.22.006, Use Permissions, be approved. Mayor Pro Tem Umphrey seconded the motion.

Mr. McLachlan briefed the item.

Mayor Pro Tem Umphrey commented that the Planning and Zoning Commissioners discussed this a lot, and many of them are familiar with the businesses and real estate that this action would affect. She noted that they feel comfortable with the language, and it makes her feel good about voting for this.

Council Member Messmer asked about the effect that these amendments will have to the taxpayers. Mr. Potucek stated that the main reason for doing this is that the City has several larger facilities that are older on the West End of town, and they are very difficult to redevelop and reuse; therefore, by changing the zoning standard, the City already has people that are looking at reusing these buildings, but they need it for warehousing space. The City's zoning would not allow for that. If they are reused, then they can generate tax dollars and jobs by using that space, and this is how the community benefits.

Mayor Pro Tem Umphrey noted that the Planning and Zoning Commissioners also discussed the enclosures. For curb appeal, it will keep everything looking nicer as the redevelopment of the City's downtown takes place.

The motion unanimously carried, 7/0. Mayor McCaa, Mayor Pro Tem Umphrey, Council Members Benning, Johnson, Landry, Messmer, and Rodriguez voted in favor.

[Item 7](#) Discussion and Possible Action of Ordinance 2024-002, Sierra Vista Roadway Design Manual and associated Development Code Amendments to 151.04.008-Clear Vision Area, 151.08.002-General Regulations, 151.08.003-Street Improvements Criteria, 151.08.004-Street Design Standards, 151.08.005-Street Access Standards, 151.17-Access Standards, and 151.19-Subdivision Regulations

Council Member Messmer moved that Ordinance 2024-002, Sierra Vista Roadway Design Manual, and associated Development Code amendments to 151.04.008 - Clear Vision Area, 151.08.002 - General Regulations, 151.08.003 - Street Improvements Criteria, 151.08.004 - Street Design Standards, 151.08.005 - Street Access Standards, 151.17 - Access Standards, and 151.19 - Subdivision Regulations, be approved. Mayor Pro Tem Umphrey seconded the motion.

Mr. McLachlan briefed the item.

Council Member Landry noted that there was good discussion during the work session, noted that she had concerns and staff that was present was able to provide good answers, thanked everyone for their public comments, and noted that the document is comprehensive with a lot of information. She stated that after the work session, she feels better about her safety concerns. She asked if there is any instance where a lane could be smaller than six feet. Ms. Flissar stated explained that the situation where a bike lane is smaller than six feet would largely be in a retrofit condition and not in new construction. When there is limited pavement, and accommodations are being made for multimodal travel, then in this case, the Department may get into a narrower situation.

Council Member Landry stated that there were concerns about the edges of the bike lanes if they are falling apart. Ms. Flissar stated that if it is a City-owned roadway and not State Highway, people would call the Public Works Department and talk to the Streets Section. On the State roadways, it would be ADOT that would handle those concerns.

The motion unanimously carried, 7/0. Mayor McCaa, Mayor Pro Tem Umphrey, Council Members Benning, Johnson, Landry, Messmer, and Rodriguez voted in favor.

Call to the Public - There was no response.

Comments and Requests of Council

Council Member Johnson stated that it is great to be back in person, noted that he is not 100 percent but hopes to get there soon as he still has one more procedure to go through. He stated that it is great to see everyone and thanked them for their thoughts and prayers.

Council Member Messmer had nothing to report.

Council Member Rodriguez thanked Council for agreeing to have him call in because he is on his way to Phoenix. He noted that the weather is not good and the game that he is on his way to see has been moved due to flooding to another school. He wished luck to the Buena Colts; girls are playing against Tucson and the boys are playing against Phoenix. He thanked the first responders and parents that came out to give the boys a sendoff from Subway, which means a lot to the youth in the area. In closing he reminded everyone that it is Super Bowl Weekend and encouraged everyone to support the local businesses that have a lot of deals.

Council Member Landry reported on the Transportation Commission Meeting, thanked Council for the proclamation on teen dating violence awareness because it is important to share the information with students, as young as possible. She noted that it could be one of their first relationships that they are experiencing, and they do not know what is going on, maybe they do not have anything in their hive as an example. It is good for them to know that there are resources out there and having that awareness. She commented on a video that has two teams playing basketball, and it asks how many times they passed the ball between them, but then it asks if they saw a gorilla that went through. It is obvious when looking at the video a second time, but the first time, no one noticed it. This is what it is like when driving on the road. People are looking for other cars and not looking for pedestrians, bicycles, or runners. She encouraged people to be aware because it takes a few seconds that could save someone's life. Lastly, she announced the 16<sup>th</sup> anniversary open house at the ACO on Saturday, February 17, 2024, from noon until 4:00 p.m., where there will be adoption specials, a rummage sale, refreshments, and a dog kissing booth. On the same day at mall from 11:00 a.m. until 2:00 p.m. the Mesquite Mercantile will be sponsoring a Paws at the Mall Pet Adoption where there will be multiple agencies with cats and dogs to be adopted.

Council Member Benning thanked Tait Wilcox, Rosie Mackey, and Pamela Anderson, a staple on the West End that have done so much for the community, thanked Allyne McFalls joining the Arts, Humanities, and Cultural Diversity Commission, and Wendee Grinde and Vera Gates-Williams joining the Neighborhoods Commission, welcomed back Council Member Johnson, and announced that a good friend of Sierra Vista, Rich Donovan, has passed away. In closing, he stated that life is short and encouraged people to let their loved ones know that they are cared for and being thought of.

Mayor Pro Tem Umphrey thanked Council Member Benning for mentioned Rich Donovan, a great guy, thanked the newly appointed commissioners who are willing to service and those who have served. She noted that the City did not lose Tait Wilcox because he is now on the Planning and Zoning Commission. She gave a special thank you to Wendee Grinde and Vera Gates-Williams and welcomed back Council Member Johnson. Lastly, she reported on the Sierra Vista MPO Technical Advisory Committee Meeting and stated that they received their south central ADOT update and reported that the construction window opened on February 1, 2024, but there are some surveys and other things that need to be done; therefore, people will be seen out on Highway 90, but people will not see the tearing up of the road until August. However, there will be some concrete work being done in a month or two, i.e., sidewalks, curbs. The pavement will get laid in September.

Mayor McCaa wished a Happy Valentines Day to everyone, thanked Wendee Grinde and Vera Gates-Williams for stepping up, welcomed back Council Member Johnson, gave a shout out to the Better Work Crew, Corporal Borgstadt, Ana Dickerson, Jessica Vannoy, and Gilbert Fuentes. He shared that they went out south of Lehman Academy with 11 participants to pick up trash and noted that Council Member Rodriguez is correct in that there is trash in the back there that was not dumped by residents, but contractors. There was cement, big boulders, etc. and

Corporal Borgstadt relayed to him that there have been some stings, but they are unable to be out there 24 hours per day. He further stated that contractors should be advised that there are some hefty penalties, not only by the Cit but by the State if they are caught. Lastly, he stated that Arizona Public Radio highlighted the Better Work Crew on their amazing work.

#### Adjournment

Mayor McCaa adjourned the February 8, 2024, meeting of the Sierra Vista City Council at 5:43 p.m.

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Clea McCaa II, Mayor

Minutes prepared by:

Attest:

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Maria G. Marsh, Deputy Clerk

\_\_\_\_\_  
Jill Adams, City Clerk

A recording of the Council Meeting is available at:  
[https://www.youtube.com/channel/UC8PtUplbkQsixlhSy-jeR\\_Q/videos](https://www.youtube.com/channel/UC8PtUplbkQsixlhSy-jeR_Q/videos)