



Sierra Vista City Council
Work Session Minutes
June 9, 2020

1. Call to Order

Mayor Mueller called the June 9, 2020 City Council Work Session to order at 3:00 p.m., Council Chambers, City Hall, 1011 N. Coronado Drive, Sierra Vista, AZ (Due to health concerns related to COVID-19, the meeting was held remotely).

Mayor Rick Mueller – present
Mayor Pro Tem Rachel Gray – present
Council Member William Benning – present
Council Member Gwen Calhoun – present
Council Member Sarah Pacheco – present
Council Member Carolyn Umphrey - present
Council Member Kristine Wolfe – present

Others Present:

Chuck Potucek, City Manager
Victoria Yarbrough, Assistant City Manager
Adam Thrasher, Police Chief
Brian Jones, Fire Chief
Laura Wilson, Leisure and Library Services Director
Sharon Flissar, Public Works Director
Matt McLachlan, Community Development Director
Tony Boone, Economic Development Manager
David Felix, Finance Manager
Jill Adams, City Clerk
Nathan Williams, City Attorney

2. Presentation and Discussion:

A. June 11, 2020 Council Meeting Agenda Items ([agenda attached](#))

Mayor Mueller stated that the Council Meeting for June 11, 2020 starts at 5:00 p.m. with roll call, invocation by Council Member Benning, Pledge of Allegiance lead by Council Member Umphrey, and the acceptance of the agenda. There were no additions/deletions to the agenda.

In response to Mayor Mueller, Mr. Potucek stated that he will be reporting, during the City Council Meeting on Thursday, June 11, 2020, on the north wing City Hall remodel, soft openings of some of the City facilities on June 15, 2020 as well as an updated on the SEACOM JPA

Board Meeting.

Public Hearing

Item 2 Land Use Assumptions and Infrastructure Improvement Plan for the updated Development Fees – Mayor Mueller noted that action is not required by Council.

Mr. Felix stated that this is a hearing on the Land Use Assumptions and Infrastructure Improvement Plan that was discussed during the last work session and posted on the City's web site. The City has not received any comments and action is not required by Council at this time. On July 23, 2020, the Council will adopt the Land Use Assumptions and the Infrastructure Improvement Plan. At this time, anyone from the public that wishes to make comment on it may and after 30 days, Council will have another public hearing on August 27, 2020, which will not require any action by Council. On October 8, 2020, Council will adopt the fees and the public may have any input at either meeting.

Mr. Felix stated that assuming that Council adopts the new development fees, Council will vote on October 8, 2020 on reducing the construction sales tax from 2.45 percent to 1.95 percent to bring it in line with current regular retail tax rate, which will remove the offset. Staff is proposing that the new rates go into effect on January 1, 2021.

In response to Mayor Pro Tem Gray, Mr. Felix went through the schedule:

- Thursday, June 11, 2020 public hearing that requires no action by Council
- Thursday, July 23, 2020 adoption of a resolution to approve the Infrastructure Improvement Plan and Land Use Assumptions
- Thursday, August 27, 2020 public hearing on the proposed fees and no action by Council is required
- Thursday, October 8, 2020 adoption of a resolution to approve the fees and to lower the tax rate.
- New fees and reduced tax rate taking effect on January 1, 2021 (these coincide with each other and provides enough time to get everything that is needed done).

New Business

Item 3 Resolution 2020-029, Designation of David Felix as Authorized Agent for Arizona Department of Emergency and Medical Affairs (DEMA) Reimbursements – Mr. Felix stated that that FEMA and DEMA require that the City Council specifically name an authorized agent. Currently the agent is the City Manager, but the ordinance that allows the City Manager to designate anyone else was not liked by FEMA and DEMA. The proposed resolution meets the requirements of designating the position, which will be the Chief Financial Officer to be the agent to submit for any reimbursements through FEMA either to the original COVID monies or the addition CARES Act monies and anything else that they may have coming forward.

Item 4 Approval of the City Council Regular Meeting Minutes of May 28, 2020 – Mayor Pro Tem Gray pointed out typos and grammatical errors.

Item 5 Resolution 2020-030, Amendment of City Board & Commission Guidelines – Ms. Adams stated that the item before Council is the overhaul of the City boards and commissions system. Previously the boards and commissions policy and procedure guidelines applied to all the boards and commissions that the City had, but with the recent changes to create the nonregulatory and regulatory commissions, staff updated the guidelines to remain the guiding book for the regulatory commissions. All the newly created administrative nonregulatory

commissions will be functioning under an Administrative Directive. The proposed document reflects the new system going forward.

Council Member Umphrey asked if the paragraph about the commissions being able to remove a commissioner that has been absent many times include all commissions. Mayor Mueller stated that it should be all commissions and that is the way that it currently is, and it is not a change.

Council Member Umphrey asked if Council needs to approve the nonregulatory removal. Mayor Mueller stated that Council does not. Ms. Adams explained that since Council will no longer appointing the members of the nonregulatory commissions, they would not play a role in removing them either. This would be left to the City Manager.

Council Member Umphrey suggested specifying in that paragraph that it applies to the regulatory commissions.

Item 6 Resolution 2020-031, Intergovernmental Agreement between the City of Sierra Vista, the Cochise County Sheriff's Office, and the Cochise County Community College District to operate the Southeastern Arizona Law Enforcement Training Academy (SEALETA) – Police Chief Thrasher stated that this is a renewal of the intergovernmental agreement between Cochise College, Cochise County and the City to run the academy out at the College. It has been very successful, and this is for the next two classes beginning in July and one beginning in January. As part of the agreement, the City will be assigning a recruit training officer to the academy and the College has agreed to reimburse up to \$10,000 in overtime for the recruit training officer. The academy has been very successful, and the City has been able to influence a lot of how the trainings goes at the academy. There are currently three recruits scheduled to attend the July class.

B. Report on Recent Trips, Meetings and Future Meetings

Mayor Mueller stated that Colonel Moreland will take command of the Garrison on Fort Huachuca. Mr. Potucek stated that City staff will be meeting with him on Friday, June 12, 2020 and noted that Colonel Rambo graciously called to thank the Mayor, Council and staff for their assistance during the time that he spent in Sierra Vista.

Mayor Mueller stated that unfortunately, he and the Council will not be able to see the change of command due to COVID because the normal social things that were done have changed. The City sent a gift to Colonel Moreland and his wife. He explained that the meeting with Colonel Moreland is a welcome meeting and staff goes through a number of things that are done jointly and in planning as well as other things to be able to start off in a good and strong relationship. Colonel Moreland will bring with him a couple of key members of his staff in addition to the Sergeant Major.

Council Member Benning stated that there are people that are reaching out and trying to do the Call to the Public, but the system is not working.

Mayor Mueller asked Ms. Adams if the Thursday, June 11, 2020 meeting will be through WebEx. Ms. Adams stated that the meeting is through WebEx and explained that the sign-in information is on the agenda on the web site for people to sign in onto the WebEx. If people, contact her prior to the meeting so that she can recognize them and inform the Mayor that they

want to speak. There has no one signing on and no one has contacted her requesting time to Call to the Public.

C. Future Discussion Items and Council Requests

Council Member Wolfe gave kudos to Police Chief Thrasher for answering her Council inquiry in a very thorough manner, which is what she had hoped for. She stated that she believes that Council should discuss having a written policy and not just what is borrowed from CALEA. The use of choke holds, and knee holds should be addressed so that the City can stated that those are not liked and agreed upon. Also discussed should be the policy of being able to shoot at moving vehicles because she believes that it should not be done.

Mayor Mueller stated that a work session needs to be scheduled with the Police Chief and whomever else he thinks is an expert in those areas.

Council Member Wolfe stated that she believes that these issues need to be discussed by Council, and she is not stating that she may not change her mind. Mayor Mueller stated that he does not have a problem with having a discussion, but it appears that what the City of Sierra Vista is doing is working, where in other places it is not. If there are ways to improve, he believes that Council Members are in on that.

Council Member Pacheco reported on the funeral service for Tom Kennedy, former Chairman of the Airport Commission, and a member of the Environmental Affairs Commission. She recognized his service to the City and wished his family well. Mayor Mueller stated that everyone appreciated Mr. Kennedy and announced Ms. Escobar's funeral, wife of Council Member Frank Escobar, who served years ago and did a lot for the community.

D. Council Discussion (COVID-19 Status)

Mr. Potucek stated that there are 161 confirmed cases, 69 recovered, five deaths and 87 active cases in Cochise County. Of all the cases, 67 are in the Douglas zip code, 33 are in the 85635-zip code, and 12 in the 85650-zip code. As the number of tests go up, the number of cases is going up, but the preponderance of those appear to be in the Douglas area. He further stated that during his last report on these numbers, he mistakenly included the serology numbers in the statistics and that is not accurate because the County is not including the serology results. There was a potential case at City Hall, which cased the City to go back on the lobbies being open and other facilities. The City went back to telework mode and closed the lobbies. Currently the City is looking at reopening the lobbies on Monday, June 15, 2020, which will include the opening of the Cove for lap swimming only at first, and as the Governor changes his guidance, the usage will be increased of the facility and further openings of the existing buildings. There are a lot of people using the outdoor facilities that are going well. There are people wanting to use the facilities so maintaining social distancing is a challenge and all groups that are using the fields are being asked to please try to adhere to the guidelines as best as they can since the number of COVID cases are going up in the County.

Mr. Potucek stated that he wants to be careful on how the City facilities are opened because the City is not out of the woods yet, and certainly Statewide, everyone is not out of the woods yet. He added that he does not expect the Governor to open Phase II of the reopening plan for a while. Lastly, he stated that the City is working with the Rotary Club for the July 4, 2020 celebration, but it looks like it will only be a fireworks display. It is becoming more difficult to envision activities occurring in the park during the day on July 4, 2020 given the situation that

everyone is in.

Mayor Mueller asked if there is anything else occurring in the parks. Mr. Potucek stated that so far everything has been going well and small groups are being allowed to get together as per the Governor's guidelines. There have been a couple of cases where things got out of hand but those were resolved.

Mr. Potucek stated that a positive test result was never received on the City's employee. It is assumed that it was, but there have been no other individuals that have tested positive because of that incident. He added that he believes that the City is in good shape now from the employee standpoint.

Mayor Mueller asked if employees will be back when the City facilities are opened back up. Mr. Potucek stated that he would expect to see more employees back at their workstations but there will still be some teleworking.

Mayor Mueller stated that he believes that teleworking is one of the benefits in figuring out which jobs and personnel can work better by teleworking and thus saving money. Mr. Potucek stated that anecdotally, he has heard that there are hardly any homes for sale in Sierra Vista and that the housing market is going very well. There may be some benefit in people teleworking from their homes.

Council Member Pacheco asked if the Council Meeting on Thursday, June 11, 2020 may be held in Council Chambers because people have complained that they cannot participate at the Call to the Public and struggling to participate via WebEx.

Mayor Mueller asked for Council consensus in holding the Council Meeting on Thursday, June 11, 2020 in Council Chambers. Council Member Benning stated that he does not have any issue with holding the meeting in Council Chambers.

Council Member Umphrey asked how the meeting will work with Council Members being present. Council Member Benning stated that Council Member Umphrey has a valid question.

Mr. Potucek stated that Council Member Umphrey's concern is whether the meeting may be held in Council Chambers. He added that it should be ok.

Council Member Umphrey asked how the public participates if the Council Meeting on Thursday, June 11, 2020 is held in Council Chambers. Mayor Mueller stated that the lobby door will be open, and people may attend in person. However, they must sit separately in the audience and do social distancing.

Council Member Calhoun asked if City Hall will be open to the public. Mr. Potucek stated that the Chamber will be open for the meeting.

Mayor Pro Tem Gray asked if there is a plan in place for City Hall to be open for the Council Meeting on Thursday, June 11, 2020 due to heightened tensions. She added that she does not foresee a swarm of people attending but is concerned if it becomes a place where there cannot be any social distancing. Mayor Mueller stated that he does not believe that it will be an issue. Social distancing can be done exactly as the restaurants are doing. Once Chambers reaches capacity, then no more people can be allowed in Chambers. Mr. Potucek stated that given the

nature of the items on the agenda that there will be a large audience.

Mayor Pro Tem Gray stated that she was thinking more about the Call to the Public, but if the Chambers reaches capacity, then more people would not be allowed in. Mayor Mueller stated that she is correct. The City must follow the Governor's guidelines as well as everyone else. If people must hang out in the hallway until someone leaves, then that is fine. Mayor Pro Tem Gray stated that she does not have an issue with holding the meeting in Chambers if these contingencies are in place.

Mayor Mueller stated that if people stand by the door and listen and have filled out their sheet for Call to the Public, they can then be called forward when it is their turn and stand at the podium rather than sitting in the audience.

3. Adjourn

Mayor Mueller adjourned the June 9, 2020 work session of the Sierra Vista City Council at 3:37 p.m.

Frederick W. Mueller, Mayor

Minutes prepared by:

Attest:

Maria G. Marsh, Deputy Clerk

Jill Adams, City Clerk