



Sierra Vista City Council
Work Session Minutes
December 8, 2020

1. Call to Order:

Mayor Mueller called the December 8, 2020 City Council Work Session to order at 3:00 p.m., Council Chambers, City Hall, 1011 N. Coronado Drive, Sierra Vista, Arizona.

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
Jennifer Osburn, Budget Officer
Tony Boone, Economic Development Manager
Sharon Flissar, Public Works Director
Laura Wilson, Leisure and Library Services Director
Matt McLachlan, Community Development Director
Barbara Fleming, Chief Human Resources Officer
David Felix, Chief Finance Officer
Linda Jones, Transportation Administrator
Judy Hector, Marketing and Public Affairs Manager
Jill Adams, City Clerk

2. Presentation and Discussion:

A. Presentation by Hannah Bolik on her Mayor and Council Third Grade School Project

Mayor Pro Tem Gray stated that she met Hannah Bolik a few weeks ago at a craft show in the mall and she was so excited to tell her about her third-grade project that she did at Huachuca Mountain Elementary School. She further stated that she was impressed by her that she invited her to come and talk to Council about what she had learned. Hannah Bolik was born in Maryland and moved to Sierra Vista in December 2015. She is in third grade at Huachuca

Mountain Elementary School and has gone to the Sierra Vista School District since pre-K. She is a Brownie in Girl Scouts and an orange belt of Tang Soo Do.

Hannah Bolik briefed Council on her third-grade project on government at Huachuca Mountain Elementary School.

B. December 10, 2020 Council Meeting Agenda Items ([agenda attached](#))

Mayor Mueller stated that the Council Meeting for December 10, 2020 starts at 5:00 p.m. with roll call, invocation, pledge of allegiance, acceptance of the agenda, and awards/presentation of certificates of appreciation to outgoing commissioners. There were no changes made to the agenda.

In response to Mayor Mueller, Mr. Potucek stated that the EMS Substation Design-Build Project is scheduled to open on December 18, 2020, and the Police Department Locker Room Remodel because there is a need for a women's locker room is scheduled to open on January 22, 2021. The Garden Canyon Linear Park/St. Andrew's Parking Lot Project had five bids and they are currently under review.

Council Member Pacheco asked if outgoing Council Members will be recognized. Mayor Mueller stated that he will be doing that at the end of the meeting under his closing remarks.

Consent Agenda:

Item 2.1 Approval of the City Council Special Meeting Minutes of November 10, 2020 – Not discussed.

Item 2.2 Approval of the City Council Regular Meeting Minutes of November 12, 2020 – Mayor Pro Tem Gray stated that amendments on Mr. Reed's comments will be made, a matter of clarification on something that he said in the meeting about CDBG.

Item 2.3 Approval of the City Council Special Meeting Minutes of November 19, 2020 – Not discussed.

Item 2.4 Resolution 2020-069, Reappointment of Jessica Kunkel and Joseph Hayes to the Parks and Recreation Commission, said terms to expire December 31, 2022 – Not discussed.

Item 2.5 Resolution 2020-070, Reappointment of Ronald York and Neil Gago and Appointment of Barbara Fleming to the Employee Benefit Trust, said terms to expire December 31, 2023 – Not discussed.

Public Hearing Items

Item 3 Resolution 2020-071, Approving the Submission of the US Housing and Urban Development (HUD) PY 2019 Consolidated Annual Performance Evaluation Report (CAPER) – Mr. McLachlan stated that this is a HUD required document that the City prepares and submits each year. It evaluates the City's performance in meeting the goals and objectives in the Five-Year Consolidated Plan. This report covers Program Year 2019, which coincides with the City's fiscal year. In total CDBG funds spent in Program Year 2019 totaled \$487,248.80. Program expenditures were consistent with the Consolidated Plan and about three quarters was spent on public infrastructure and facilities, one fifth on COVID response programs, and the balance went towards public service programs and administration.

Notice of the CAPER was published in the local newspaper and the comment period has expired without any public comments being received.

Council Member Pacheco asked if Council did not have to open a public comment period. She noted that notice was put in the newspaper before Thanksgiving. Mayor Mueller stated the notice was part of the whole program because it had already been announced. Mr. McLachlan explained that Council adopted the Citizen Participation Plan for CDBG programs and within that Citizen Participation Plan there is a public notice period set for the CAPER that was followed. In this case it was 15 days, and it can be reduced to five days for emergencies, but since there was ample time, staff let it run the full 15 days and made it available on the City's website, and at City Hall. As it has been in the past, it is a reporting document to generate public interest and comment.

Mayor Mueller noted that Council had previously approved the methodology of notifying the public.

Council Member Pacheco asked about the Fry Townsite improvements. Mr. McLachlan stated that there were two projects, curb, gutter, and sidewalk along the west side of N Fifth Street, south of Denman, and there was an alleyway improvement project between First and Second Streets, south of Denman that involved installing a curb along the east side to better control drainage along with a complete resurfacing. These projects were done last spring.

Item 4 Ordinance 2020-007, Proposed City Code Amendment to Chapter 36, Commissions – Mr. McLachlan stated that these are consistency amendments to bring the City Code into alignment with the Procedural Manual that Council approved for the boards and commissions. This relates to the membership requirements revising the cap in the City Code to a maximum of five members for the Planning and Zoning Commission to be consistent with the manual that was adopted by Council. Five is the minimum required by State Statute; therefore, the City is consistent with that regard, and the balance of the Code section is in conformance. The Department is not recommending any other changes.

Mayor Mueller stated that Council is making the documents that the Department uses in compliance with what the Council has already voted on.

Council Members Calhoun stated that she thought the Planning and Zoning Commission was not a part of those changes to the commissions because the commission is required. Mayor Mueller stated that it was and explained that it remained a commission because it is regulatory just like the Parks and Recreation Commission. If there are at least five, by State Law Council can still set the number.

Council Member Pacheco asked if the Parks and Recreation Commission needs to be amended as well. Mayor Mueller stated that the Parks and Recreation Commission is internal and does not need an additional requirement to go from seven to five.

Council Member Pacheco asked if the Parks and Recreation Commission staying at seven or going to five. Mayor Mueller stated that they are at five now or they will be at the first of the year through attrition.

Item 5 Resolution 2020-072, Adoption of the Development Fee Schedule that corresponds to the Land Use Assumptions and Infrastructure Improvement Plans in Accordance with A.R.S. 9-463, and City Code 154.10-20 – Mr. Felix stated that this is a long tedious process because of

the minimum time required between each step that the City has had to follow. The City has gone through an attributed what is where the impact fee funds are at and what needs to go on. An Infrastructure Improvement Plan was established showing what the money and the fees collected are going to go and pay for, which is basically buy-in for everything else that the City has already done. The building growth has been projected that is going to happen in the community over the next ten years. This will be updated in three to four years and go through the process again and get the latest data. If there are some major changes and Council wishes to go through the process in less than five years, they may do so but the maximum in between studies is five years.

Mr. Felix displayed the proposed fee structure based off the needs that have been approved, the development that is approved.

<u>Classification</u>	<u>2006</u>	<u>2006 in 2019 dollars</u>	<u>Current (100%)</u>	<u>Proposed</u>
Parks	\$ 1,804	\$ 2,434	\$ 624	\$ 3,353
Library	\$ 553	\$ 746	\$ -	\$ -
Police	\$ 615	\$ 830	\$ 479	\$ 529
Fire	\$ 529	\$ 714	\$ 351	\$ 745
Infrastructure	\$ 1,853	\$ 2,500	\$ 2,641	\$ 746
Total Single Family	\$ 5,354	\$ 7,223	\$ 4,095	\$ 5,373

Estimated tax savings on a \$325,000 house from removing excess construction sales tax: \$1,056

The original fees in 2016 on 100 percent value were above \$5,000, if this is taken and grown out at the construction cost index, which is allowable under the City's Code, those current fees would be \$7,200. The current fees at 100 percent are over \$4,000, and the proposed fees are over \$5,000. The current fees are in at 75 percent of maximum allowable for infrastructure, police, and fire.

In 2006 the City adopted the Code and established a 7/10 differential in the construction sales tax classification to offset the fee reduction. It is State Law that states that the difference must be made up from someplace else if the fees are not adopted at 100 percent.

Staff is recommending adoption of the fees at 100 percent and reduce the construction sales tax, Item 6. The City is set under this resolution and the following resolution, if both adopted, the new fees would go into effect on March 1, 2021. The building community knows what is going on because there was a large influx of building permits at the end of June, before the moratorium happened to go off under the current fees. It is up to the developers to decide whether to try and get their projects in before March 1, 2021 or after because depending on what is being built, that could be fiscally advantageous to the City.

Council Member Pacheco asked who pays the development fees that were assessed on the developer and construction sales tax. Mr. Felix explained that it is paid by anyone that falls under the construction tax classification. Modifications have been made, but before the modifications were made, a hot water heater replacement would be paid by anyone that falls under the construction tax classification. It was anything that was under the construction sales tax classification. The State is part of the reason for the adoption and recommended changes because the State has updated what they consider taxable under the construction sales tax

classification.

Mr. Felix noted that some of what is called repair/maintenance is no longer considered taxable under the construction sales tax classification, but an addition to a home would be.

Mayor Mueller further explained that construction sales tax is on materials that go into the construction of a building. With construction of a new house, construction sales tax is paid on certain things, initially paid by the builder, and then charged to the homeowner as they move in.

Mr. Felix stated that construction sales tax is on the total value of the construction contract.

Mayor Mueller stated that the end payer is the homeowner, and that has caused housing costs to go up.

Mayor Pro Tem Gray noted that development fees are going to be charged to the homeowners through the cost of the house. Mayor Mueller added that when there is a development fee that is the homeowner buying into what has been developed and is being developed for the community. They are paying their first share of the access on the roads, library, police, fire etc.

Mr. Felix stated that if someone were to build an addition onto their home, i.e., closing off the garage and making it an extra bonus room, would be considered construction sales tax and that homeowner is helping to pay for the offset on the development fees. It is not just the construction sales tax on new homes that was the offset set for the fees, it is anything that is classified as construction sales tax.

Mayor Mueller noted that on this issue, discussed is the buying into what has already been put infrastructure or what is being planned for infrastructure. Mr. Felix added that it is on what is being built.

Mayor Mueller stated that that under the old rules, the City was allowed offsetting some of this by using construction sales tax. The City is no longer going to do because the fees are at 100 percent. A construction sales tax is not being charged, but if Council votes for the approval on Item 6.

Mr. Potucek stated that the point that Mr. Felix was making was that other types of projects no necessarily new development were also helping to subsidize the construction sales tax and will no longer be the case with what Council is considering.

Mayor Pro Tem Gray stated that she believes that it is important the City reiterates and knows that although the proposed rate is seemingly higher that with the offset of construction sales tax savings, the City is only looking at \$222 gain for an average build.

Item 6 Ordinance 2020-008, 2020 Amendments to the Tax Code of the City of Sierra Vista – Mr. Felix stated that in 2006 when the City implemented the development impact fees, the developers came to the Council and asked to have a 7/10 increase in the construction sales tax and that applied to anybody under the construction tax classification, not just new homes, to offset and reduce the development impact fees on transportation, fire, and police. Since that time, the City Council has raised the regular sales tax from .75 to 1.95, dropping the differential from .7 to .5.

The State has also recently gone through an update in what it considers construction sales tax.

Some of the items that were in there before are no longer considered construction sales tax. Also, to make it cleaner for the reporting, staff is recommending making them even. State Law states that if there is any construction sales tax over the average retail sales tax, that credit must be given over the development fees and, the developers building the home. Since the fees are being adopted at 100 percent, the City is required by State Law to keep the construction sales tax at the same level as the retail, and that is what this resolution does. It is set to go into effect on March 1, 2021. The reason for both going into effect on March 1, 2021 is that the Department of Revenue needs a 60-day notification for any tax rate change to get it out to all constituents and to get it into their system. A convenient day is March 1 because it is just passed the required 60-day notice.

Council Member Pacheco asked if comments were received on the changes. Mr. Felix stated that comments were not received throughout any part of the process.

Council Member Pacheco noted that this has been out for comment for a while. Mayor Mueller stated that he has had discussions with different developers and there was some confusion about the questions brought up during Item 5. It took some explaining to figure out what is going on, and some of them were not aware of the changes that the State had made in the construction sales tax.

In response to Council Member Pacheco, Mr. Potucek explained that back in 2006 there was quite a bit of construction going on in Sierra Vista, a boom time, and that was the first time that the Council had looked at impact fees to help pay for new infrastructure related growth in the community. The growth rate was high and since it was the first time that the City was looking at that, the development community was large and strong given all the construction that was going on, and they had questions regarding the fees and the process and the efficacy in doing that. Council at that time tasked him with working with the development community and trying to find a way through any compromises necessary. After a series of meetings where various options were discussed, the one that they came to agree on was the increase in construction sales tax in exchange for a lower development impact fee, which was presented to Council and ultimately approved. Now there has been a lot of changes since then in State Law and this is the cleaner way to go about doing it and it does not represent much of an increase in fees overall from that time.

New Business Items

Item 7 Resolution 2020-073, Transfer of Funds from the General Fund to the Park Development Fee Fund – Mr. Felix stated that the City has been very fortunate this last fiscal year despite the COVID situation. The City had extra revenues come in due to the internet sales tax.

Mayor Mueller noted that it is not extra revenue, but project revenue. Mr. Felix stated that the revenue was not budgeted because staff could not estimate it and the State Legislature was indicating a nominal amount that would not amount to anything.

Mayor Mueller stated that the State Legislature was parroting what the Department of Revenue was stating.

Mr. Felix stated that the City also had expenditure savings due to the City cancelling events i.e., the wine festival and buildings. These savings are event and salaries savings, a significant revenue over expenditures in the General Fund estimated for Fiscal Year 2020. Currently the City is looking at an excess of \$577,000 in the General Fund. The City did pay the full budgeted amount of public safety retirement, which was an excess of a couple Hundred Thousand dollars

over required for each one that should benefit the City in two years when it gets incorporated into the City's rates.

Staff is recommending transferring \$450,000 in Fiscal Year 2020 from the General Fund to the Park Development Fee Fund. This fund is currently \$3.4 Million cash and fund balance negative. The City did pass development fees to try to bring that whole over the next ten years; however, as the Mayor pointed out in one of the prior meetings, even with these fees, the fund is still showing a deficit at the end of the ten years. Hopefully by doing this, it can help speed up the recovery of that fund and get it back on track to get to be able to be doing what it is supposed to be doing in construction new facilities and not still paying for Cyr Center Park original construction. Since this is over a \$10,000 deviation that was not in the budget and in between funds, State Law requires that Council approve it. State Law sets the transfer of money at the fund levels so if this all occurred within the General Fund, the Council would not need to do it, but since it is going from the General Fund to the Park Development Fee Fund, Council approval is required by State Law.

Item 8 Resolution 2020-074, Approval of Payment Plan with Castle & Cooke Arizona for Sewer Interceptor – Mr. Felix stated that this item is more of a bookkeeping item because Council approved the extension of the repayment of the agreement. He added that the City Attorney is recommending that Council vote on the amortization schedule to extend the repayment.

The City fronted the money for the construction of the Avenida Del Sol sewer down to the bottom of the Tribute area. Castle and Cooke at the time agreed to guarantee the repayment of that loan. The City put in an interest rate of prime rate on that, which Mr. Coffman wonders at, but it was a good rate for the City at that time. The current balance due is about \$1.5 Million and the City's \$600,000 is principal, which under other areas of town are being recovered under the connection fees. The City is going to have Castle and Cooke repay the interest that is due and the 1.07 percent interest rate that was agreed upon. The interest rate is the average return on the City's investment account with the State Pool over the past year. There is no loss of income to the City on having them pay the City back over time versus getting the cash and putting it in the State Pool. The City is not subsidizing Castle and Cooke for anything. The principal balance will be put forward to the City as people connect to the sewer.

Staff will be looking at the sewer connection fees over the next six months to make sure that there are no other interceptors that need to be done, and since there has been discussion about removing the package plant, the City is going to review those fees to find out if those fees would cover the expansion required at the current plant instead. This will be part of the study of the connection fees for the principal portion, but Castle and Cooke will pay the interest portion for 10 years, paid annually on the anniversary date of the contract, one payment per year, and that over time will help the sewer fund's negative cash balance. The main reason for the sewer fund's cash balance is the other various interceptors that the City has fronted over time, the big one being the one by the School District.

Mr. Potucek noted that all the previous items discussed go back to 2006 and are tied together. The City is cleaning up a lot of things that occurred 15 years ago, and it is nice to see this finally occurring.

Mayor Mueller stated that it is nice to be able to clean that up and that is because of good planning and financial management, which is appreciated by Council and the citizens.

Item 9 Resolution 2020-075, Proposed Amendments to Infill Incentive District Policy – Mr.

McLachlan stated that during the last Council work session, staff presented the proposed amendments to the 2005 resolution enacting an Infill Incentive District. The purpose of the district is to encourage and facilitate the redevelopment/reuse of properties within the West Sierra Vista and Cloud Nine planning areas. State Law provides for three incentives that the local governments may provide: permit expediting, waivers to municipal fees as well as relief from development code standards.

The direction received at the last meeting was to add a requirement that the developer/applicant provide an economic impact statement to better determine the public benefit that the project would provide back to the City. The criteria that were added:

- Match what is required under the West Sierra Vista Partnership Grant Program, which will allow the City to determine the amount of private investment and the impact on the property tax base.
- The number and wage scale of any jobs that will result from the economic activity.
- Demonstration that local contractors and suppliers will be used to the maximum extent possible.
- Any other measurable benefit that they want to point out.

Mr. McLachlan stated that there was also Council consensus to better define the scope of the City Manager's approval authority relative to the granting development code waivers. Staff rewrote the criteria so that it is more objective and measurable. The parameters are consistent with the subject matter in the originally adopted resolution.

Mayor Pro Tem Gray asked Mr. McLachlan about a hearing officer and items that were taken out to go straight to Development Code. Mr. McLachlan stated that the portion of the resolution was removed and any denial by the City Manager will come back in the form of a development agreement if the applicant wishes to press the matter.

Mr. Potucek stated that the way that it is written now provides for objective criteria to aide him in making those types of decisions regarding whether a project qualifies or not. If there is an issue or it is deemed inappropriate, there is still a vehicle in negotiating a development agreement with the proponent in bringing that back to the Council for approval. There is no real need for an appeal under that scenario.

Mayor Pro Tem Gray stated that she thinks that this is a much better proposal than what was received last time because it is more clearly defined for the developer and for the City Manager to make it easier to decide one way or the other. She thanked staff for making the amendments. Mr. Potucek noted that it is less arbitrary.

Council Member Pacheco asked if this is an extension of the West End Redevelopment Plan/grant program. She also asked if this is to be considered separately. Mr. McLachlan stated that it exercises a different section of State Statutes, but they are mutually supportive in terms of the aim of facilitating reuse and redevelopment within the West End area. Mayor Pro Tem Gray noted that it is complimentary.

Council Member Pacheco asked if this applies only to vacant land and buildings. Mr. McLachlan stated that it covers all properties whether they are developed or undeveloped in the West End planning area and Cloud Nine. He added that if a property owner wishes to make a modification to an existing building, they could ask that the permit plan not only be expedited, but that the associated fees be reduced, and it would be incumbent on them to make the case as to why they should be reduced using the criteria that is established in the policy. There is a deviation to

a Development Code requirement that could also fit under the criteria, i.e., parking or drainage. They could pursue this through the City Manager showing the justification and the need for his consideration.

Council Member Calhoun asked if a waiver could be provided in an area that is not zoned residential to allow someone to put a home on the first floor. She also asked why it only applies to the first floor if it is a two-story building. Mr. McLachlan stated that under the Code the definition of Mixed-Use Building means a residential unit above a ground floor. This would provide flexibility for an existing one-story building to serve multiple uses in a residential.

Council Member Umphrey thanked staff for the adjustments. She added that she feels that this addresses all concerns by Council.

Item 10 Resolution 2020-076, Approval of the Public Transportation Agency Safety Plan (PTASP) prepared by Arizona Department of Transportation on behalf of the City of Sierra Vista per the Federal Transit Administration's regulation 49CFR Part 673 – Ms. Jones stated that this is for the approval of the Public Transportation Agency Safety Plan. The City has always followed the safety protocols and procedures implemented by the City. In July 2018, the FTA published the Public Transportation Agency Safety Plan Final Rule, and the Rule requires certain operators of public transportation systems that receive federal funds under FTA's urbanized area formula grants to develop safety plans that include the processes and procedures to implement safety management systems.

ADOT partnered with the City and six other cities to prepare a combined Safety Plan, which was attached to the agenda item, 176 pages. The Safety Plan is required to be submitted to FTA by December 31, 2020 and it must be updated annually by each transit department to stay in compliance. This is simply another step in the process to maintain the City's funding eligibility and it confirms and updates what the City already has in place.

Mayor Mueller asked if what is in the Plan meets the standards required by the FTA. Ms. Jones stated he is correct.

Council Member Umphrey noted that a lot of the pages state that they will be updated/revised and asked if the City is not yet there. Ms. Jones stated that the City has a year to answer all questions and there is also a matrix on page 152 that has the different sections and the areas where each City still must provide information. The City must submit it to ADOT.

Council Member Umphrey asked about a micro-transit. Ms. Jones stated that she had a conference call with Lake Havasu about that and explained that instead of using grant funding to buy big busses, they are using grant funding to buy small SUV's and it is like uber. The City hires drivers, and they go out in an SUV or smaller vehicle and they do the door-to-door service. They pick up and drop off and it shows that it is a lot less expensive than running a whole transit system by having the busses.

Council Member Umphrey asked if this is different than paratransit. Ms. Jones stated that it is different because the passenger does not have to be handicapped or have medical qualifications. It is like a regular transit system, but they are smaller vehicles, and they can do one on one.

Council Member Calhoun asked if they are limited to certain size communities. Ms. Jones stated that depending on how many busses the City may have, there is a percentage of grant funding that a city can purchase the smaller vehicles.

Mayor Pro Tem Gray welcomed and congratulated Ms. Jones to her new position.

Item 11 Resolution 2020-077, Addendum to the City Manager's Contract – Ms. Fleming stated that this resolution is an addendum to the City Manager's contract from March 28, 1996. The addendum is one change and that is a salary increase of two percent that would be effective December 21, 2020.

Mayor Pro Tem Gray stated that it is her understanding that the two percent was supposed to cover the entire fiscal year as it did with all the other employees. She asked about the December 21, 2020 date. Ms. Fleming stated that staff was not aware of the discussion.

Mayor Mueller stated that it was part of the resolution. Mr. Potucek noted that the discussion took place in Executive Session. Ms. Fleming stated that staff can change the date to July 1, 2020.

Mayor Mueller stated that there is time to do this administratively.

Mayor Pro Tem Gray asked if the amount of \$174,812 change. Ms. Fleming stated that it will not because it is an annual rate from July 1, 2020 to June 30, 2020 versus it being a prorated rate in the fiscal year. The annual rate does not change. The only change would be the date and the Department would do a back pay.

Item 12 Resolution 2020-078, Proclaiming the City of Sierra Vista as the Hummingbird Capital of the United States – Ms. Hector stated that Sierra Vista is well known across the state of Arizona and even across the United States as the Hummingbird Capital of the United States due to the area's notoriety among birders, especially those looking for hummingbirds.

Sierra Vista has been recognized as the Hummingbird Capital of the United States for quite some time by many people. Although hummingbirds can be found in many locations in the United States, Sierra Vista is unique to the variety and number of species that visit the area.

Of the approximately 26 species of hummingbirds that enter North America, 17 species of hummingbirds can be found in the United States, and of these, 15 can be found in Sierra Vista, including several species rarely found outside of the area. On a good day, birders can see 15 species and they will generally see the 14 species in one day. Few other hummingbird locations in the United States host an equal number of species or the same variety of species found in Sierra Vista.

With the volume and variety hummingbirds that pass-through Sierra Vista annually, the Southeastern Arizona Bird Observatory has been conducting an ongoing study for more than a decade contributing to a national data base, research and data about hummingbird life and migration patterns in the United States. In addition, the Nature Conservancy's Ramsey Canyon Preserve includes 14 hummingbird species in its list of more than 150 bird species found at the preserve, adding to the Preserve's world-renowned reputation as one of the best bird-watching places on the planet.

There are no budgetary impacts to the City.

Council Member Calhoun thanked Ms. Hector for her work on the project. She added that Ms. Hector fleshed out her original thought of, "this is a great place to see hummingbirds." She added that the bees were taking over the feeders this year. Lastly, she stated that she heard from a lady from the Audubon Society in Tucson that they were happy to hear that this resolution was being considered and noted that she is sure that there are others that would support this effort. There are two or three State Legislators that are looking forward to taking this to the State.

Council Members Umphrey and Pacheco thanked Council Member Calhoun for bringing this issue up.

Item 13 Resolution 2020-079, Resolution in Support of Amtrak service in the region – Mr. Boone introduced Todd Liebman, President of the 501C3 and Richard Dodge representing Nonprofit All Aboard Arizona and noted that all material is in the packet some of which was transmitted to Council Member Calhoun. Staff looked at this when it came up several weeks ago or months ago. He pointed out that the resolution supporting increased passenger service to Benson has no fiscal impact on the City of Sierra Vista's budget. Council is simply supporting in principle the expansion of the Amtrak's Southern Arizona service provided by the Sunset Limiter Texas Eagle, and in this case looking forward to a future daily service to Benson.

Currently the service for the long hauls have been limited to about three days a week and effectively restarting daily service Benson would provide the residents of Sierra Vista an alternate transportation method. There are studies that were included in the packed about the economic impact statement to both Sierra Vista and Cochise County.

Future discussions may include a bus service linking the City to the Benson train station, but that is not included within the resolution. Amtrak's priority effort as they look forward to 2035 to link Los Angeles to Phoenix to Tucson.

Mr. Liebman stated that this is an exciting opportunity, announced that they just had their Passenger Rail Summit in Tucson via zoom, and noted that Amtrak was almost, while they were closing in on before the pandemic, covering all their operational costs from revenues.

Passenger Rail is in growth mode around the country, has a tremendous opportunity for the region, and opening tourist opportunities out of Benson, transportation opportunities. Amtrak is seriously moving in the direction of making the Sunset Limited/Texas Eagle a daily operation that might need a little a push; however, they are anticipating that Congress is going to appropriate additional funds as part of the omnibus budget.

This is a tremendous opportunity for the region, especially in the day in age when there is less air service to world communities, and other transportation options. The intercity passenger train can provide an option for journey east and west out of Benson.

Council Member Wolfe asked how much Amtrak is getting from a government subsidy. Mr. Liebman stated that the Amtrak subsidy is on an annual basis, pre-pandemic was \$2 Billion. A large freeway interchange can be \$1 Billion. It is a minuscule subsidy when considering the economic impact, and this is a national passenger railroad that provides services from coast to coast. It includes yard facilities, maintenance facilities, employees, a lot people, and provides a huge economic impact to the cities that it serves. It is the best single value in transportation of any service that the federal government subsidizes.

Council Member Wolfe asked about the current capacity that they are running at when they are going three times to Benson. Mr. Liebman stated that he does not have the ridership statistics out of Benson, but pre-pandemic Amtrak carried about 31,000,000 passengers. This has steadily gone up and it is a growing service.

Council Member Pacheco asked if they have received support from the Benson City Council. Mr. Liebman stated that they are on their list, but they started with Douglas and with Sierra Vista being close at hand, they came to Sierra Vista, and they plan to approach Benson.

Council Member Pacheco stated that she has concerns because this is in their town and a lot of cases like this, Council has the city itself request support. She added that the City of Benson recently passed a quiet zone, and she does not know if this would impact that.

Mayor Mueller stated that it is a quiet zone, and they cannot be using their horns at certain intersections, unlike in Flagstaff where they go on all night long. Council Member Pacheco stated that she knows that in Benson that has been a point of discussion and she would like to hear from the City of Benson.

Mayor Mueller stated that he has spoken with members of the community as well as the leadership and they are all for having more passenger traffic. They will have to deal with how that will affect their quiet zone.

Council Member Calhoun asked if there are any other passenger services that goes through Benson. Mr. Liebman stated that the Union Pacific Railroad owns the tracks and Amtrak is a tenant on the tracks, primarily the passenger carrier in the United States and the only game in town for the area. There are some other carriers, the Rocky Mountaineers that provide service in Colorado, a tourist-type of train that runs from Denver to Moab and there are other agencies i.e., Bright Line that is operating in Florida, a non-Amtrak carrier and Texas Central, which is being developed between Houston and Dallas, Fort Worth area.

Council Member Calhoun asked if there are any being developed between Phoenix, Tucson, and Benson. Mr. Liebman stated that Amtrak is the only one and the corridor development that they are currently looking at between Tucson and Phoenix and ultimately Los Angeles, would also be Amtrak as well. He added that they are working with some folks in California for the Coachella Valley and getting that service out to Yuma and ultimately to Phoenix.

Mr. Dodge with All Aboard Arizona who resides in Douglas, stated that a similar resolution was done in Douglas and they based Sierra Vista's resolution on that one. They made changes to the resolution in consultation with Amtrak and noted that rail is the most fuel-efficient form of transportation other than water, and it is seven times safer than driving a car per passenger mile. He added that having another option for the people in the area will be beneficial.

Council Member Wolfe stated that she spoke to Council Member Calhoun about this, and she is not for doing this at all. Her biggest reason is that she is not sure at what point the Council as government tell other people how to run their business and make their money. Mr. Liebman stated that most of what they are getting is from revenue and not from a subsidy, and had more come from a subsidy, she would have had a better feeling about that. She has concerns when Council comes in and starts telling people what is good for them and what they should do. They should be able to decide on their own whether it is good for them to be in Benson or not.

Council Member Benning agreed with Council Member Wolfe and noted that he would rather

site and see what Benson wants to do to begin with.

Council Member Wolfe stated that Benson is a good town.

Council Member Benning stated that he knows that when Council has had a resolution brought before them for Douglas and things going on at the border, Sierra Vista Council did not act. The cart is being put before the horse because Benson did not come before the Council asking for support. Sierra Vista should not be telling them what to do and that is the reason why Sierra Vista did not act on a resolution for Douglas and the same applies to this, from not talking to Benson and not hearing from Benson asked Sierra Vista to stand behind this. Sierra Vista would not only be telling the company how to run, but also telling another city how to run without a request from that city. Lastly, he stated that he would be insulted/upset if Douglas or Benson came to Sierra Vista in that same aspect. He would rather go to them if help were needed and vice versa.

Council Member Calhoun disagreed and stated that she does not believe that the City of Sierra Vista is telling them what to do. The City is telling them what the City would like to see happen, and they can stand back and disagree if they wish and not pass their own resolution. She noted that Mr. Liebman explained that due to the pandemic, it was easier to talk to the Douglas City Council and because he lives and works in Sierra Vista, it was easier for him to approach the City of Sierra Vista first. She further stated that she does not understand what is meant by telling them what to do, telling a company how to operate, and noted that The City of Sierra Vista is asking them to please consider running their train daily to the area, and the City of Sierra Vista supports them, if that is the decision that they are making as Amtrak. Sierra Vista supports that and as a community is happy to see them coming to the area daily because the hope further down the road is that they will bring people to the community and enjoy the beauty of the area and see the hummingbirds.

Mayor Pro Tem Gray stated that she is in favor in going forward with the resolution. She added that she read the resolution again, and it states that the City of Sierra Vista supports this effort and call upon congressional and state legislative delegations to promote it, it is not telling them what to do. Council Member Umphrey agreed with Mayor Pro Tem Gray.

Council Member Umphrey stated that after comments were made, she reread the resolution too and she agrees with Mayor Pro Tem Gray.

Council Member Pacheco asked Mayor Mueller who he spoke to in Benson. Mayor Mueller stated that he has not recently spoken to anyone, but he will call the mayor and ask him for his opinion and if he tells him to stop, then he will not be voting for it and will share the information beforehand. He added that his inclination is that advancing this, as focus as they are with the railroad museum as they used to run a tourist train down the San Pedro River to the Apache Power Plant and back, will gain support.

Council Member Pacheco stated that she believes that they will be happy about it, but she is curious as to what the City of Benson has to say. She added that it does not hurt to state that Sierra Vista supports it.

Mayor Mueller noted that the item will remain on the agenda. He added that during the Council Meeting, he will change the order for Council Members' closing remarks since there are two departing Council Members. The order will be as follows: Council Member Pacheco, Council Member Benning, Council Member Umphrey, Mayor Pro Tem Gray, and then Council Members

Wolfe and Calhoun and then he will do his remarks and presentation.

C. [Summary Presentation on Proposed Minor Amendments to the Tribute Specific Plan](#)

Mr. Potucek stated that Mr. McLachlan is going to brief the item and voiced his appreciation to Mr. Coffman and representatives from Castle and Cooke for being present. He added that this is the culmination of a year's worth of discussions regarding the Tribute Specific Plan that dates to 2006. A lot of things have changed over time and now that it looks like Castle and Cooke is ready to proceed with development, it is a good idea to review the Plan and see what made sense going forward and propose any changes that might be beneficial to both parties. Even though this fits within the scope of a prior agreement and does not necessarily require a vote of the City Council, it was important to bring changes to Council for discussion and input. Staff will then work out any changes that need to be made with Castle and Cooke.

Mayor Mueller stated that there have been some changes in addition to the fact that the town has not grown as fast as it was growing at the time that this was made, which has an impact on this as well. He added that he sat in all but three of the negotiations for the original plan. There was not a lot of input at that time from the School Board and some of the items dealing with the School's properties are in there as well and staff has spoken to the School Board this time and that is an improvement.

Mr. McLachlan stated that it did take a year to hammer out the final version of the proposed amendments. There were some minor amendments that consensus was reached relative to the distribution of parks and open space, the size and scope of the town center, repurposing redundant public-school sites, reclassifying a couple of roads to be consistent with the current Traffic Circulation Plan and the need to adjust the phasing Plan to provide better guidance on required public infrastructure facility and improvements at the planning area level.

There were more permits issued for Single-Family in 2005, 2006 than the last ten years combined. There have been a lot of changes since this was first approved and it has been determined that the nature and scope of the amendments are within the administrative approval authority outlined in Chapter Eight of the plan any feedback provided by Council will be factored into the final version.

The Tribute Specific Plan covers three square miles of semi-desert grass land east of Highway 92 between BST and the mall. The maximum number of homes that was approved in the original Plan remains the same at 6,959 units or about 3.6 dwelling units per acre on an overall basis. The size is like a small city within the City of Sierra Vista.

Mr. McLachlan displayed a series of slides that illustrated and described the changes by functional area. The first section that was revisited was the Open Space Plan where decentralized was the model of having a linear park at the center of each neighborhood due to concerns from a future O&M perspective. Explored will be how the overall system can be approved.

The graphic displayed tree symbols that represent one-to-three-acre pocket park, 16 in total. The proposed Plan replaces these pocket parks with five larger three-to-four-acre neighborhood parks. As an example, to provide a sense of scale, Mr. McLachlan stated that Chaparral Village Park is three acres. More significantly the two large community parks were added at the opposite end of Lewis Springs Linear Park that will provide the needed recreational assets on

the south end of town. On the West End there are about 22 acres and on the east end is 29 acres. They will feature both active and passive recreational facilities and serve as locations for potential community events and festivals. There is a 1.7-mile distance in between and it is a highly connected park system with the neighborhoods.

Displayed was a current adopted Land Use plan. Emphasized was the town center component, which is redesignated for the mixed-use development to better communicate the intent. The core of the town center is envisioned for MU-1 and MU-2 fronting Saint Andrews Drive. Stand-alone high density residential-uses will likely remain the principle uses of MU-3 and MU-4, but with the added flexibility of accommodating mixed-use and ancillary commercial development if the core of the town center shifts to the east or market opportunities arise in the future for retail and restaurant uses to take advantage of the park setting. The 62-acre increase in parking in Open Space Category is a byproduct of eliminating the two future school sites from the Plan, Number five and nine from the legend. It was determined through consultation with the School District that only one elementary school site is needed to accommodate the projected school enrollment in the TSP area. The amendments stipulate that should the Unified School District choose not to build an elementary school on the 10-acre site depicted as PF-1 at the corner of Saint Andrews Drive and Avenida Del Sol, after the residential areas of the Tribute Specific Plan have reached 50 percent of the buildout capacity, the site will be made available to the City at no cost for public facility use, i.e., a public library, civic center, or emergency substation.

Mr. McLachlan displayed a chart of the Land Use Summary depicting the changes by category and stated that the maximum residential buildout will remain the same.

There are a few adjustments to the development standards and with respect to the low-density residential category, staff is recommending that the minimum lot dimensions be enlarged to reflect the desired density of the category. The current dimensions reflect more of an urban development pattern that is more conducive to the median in high density land use category. Also, to better accommodate the mixed-use building format, staff is recommending that the maximum height limit be converted from feet to stories to offer taller ceiling heights on the ground floor retail uses and provide better building architecture.

Well-designed mixed-use residential projects can provide for good quality housing in an active and vibrant commercial street, but there are still some questions whether there is adequate market demand to support this type of development in the current setting. However, this is a long-range plan that needs to be able to respond to future changes in a manner that supports the community goals and aspirations.

There will be a couple of changes to the Traffic Circulation Plan. A 100-foot wide five-lane arterial roadway would create a wedge between neighborhoods and be detrimental to the desired character of the development. A two-lane residential collector with on-street parking or bike lanes along the curb lines is the appropriate classification for Avenida Del Sol and Avenida Cochise, which is consistent with the current Traffic Circulation Plan in Vista 2030. This change will provide for a safer and more attractive street capable of carrying the projects traffic volumes.

The market outlook is still murky and how and when the buildout will proceed, the original phasing plans called for the TSP area to be subdivided into four units. Staff knows that the eventual construction will be in smaller increments as the phasing plan is used for concurrency purposes it is important to have an established document on how the required improvements will be phased in at a subarea level. Castle and Cooke will be obligated to provide the City for its

approval an itemized list of improvements related to the development of each planning area and the TSP prior to the first site plan or subdivision plat application being made.

The infrastructure matrix will eliminate the need for negotiating improvements on a project-by-project basis down the road by crystalizing expectations upfront.

Mr. McLachlan gave credit to the original author and team involved in developing this specific plan. He noted that a lot of time and expense went into this creation. Based on the resolution history, it is a well vetted document. Castle and Cooke is very civic minded, development partner who has been very fair minded throughout the negotiation.

Mayor Mueller asked Mr. Coffman if he had any comments. Mr. Coffman stated that he did not.

Mr. Potucek pointed out other items that are being worked on. He noted that the City's team included Ms. Yarbrough, Mr. McLachlan, and Ms. Flissar due to the number of issues regarding drainage and water that needed to be addressed as part of this process as well. The original plan called for a package sewage treatment plan to be in it, but by looking at numbers and projected growth the team was able to determine with Castle and Cooke that a package plant was probably not needed at the site, which brings down the expenses associated with that and the City should be able to easily handle projected effluent at the current Environmental Operations Park. Also, with the improvements that Castle and Cooke has made regarding watering the golf course at the Pueblo Del Sol, the need to treat it at that package plant site and then pump it back up to the golf course was deemed unnecessary as well because of the improvements in conservation that was made with the water standards and future housing developments. Also, important was where the effluent and surface water runoff were going to be conveyed. The City in this Plan is trying to convey the effluent to the EOP to assist with the river in the future and any potential negotiations/talks that the City may have with the federal government regarding water and in trying to bring the surface water runoff closer to the river as well.

Mr. Potucek voiced his appreciation to Castle and Cooke for working with the City in accomplishing these things as part of the negotiation. The City is trying to use the science that it has gained over the past 10 to 15 years to make use of that water resource in this process.

Council Member Pacheco asked if there are not going to be any main arterial roads in the whole Plan. Mr. McLachlan explained that the minor arterial roadways would be Buffalo Soldier Trail to provide east/west movement as well as Schrader Road to provide north/south movement.

Council Member Pacheco asked if being taken out is Avenida Del Sol and Avenida Cochise, extension of the two as arterial roads. Mr. McLachlan displayed a map and stated that the two highlighted segments are proposed to be amended from minor arterial to residential collector. Minor arterial is designed to handle more than 10,000 vehicles per day and residential collector is designed to handle between five and 10,000. Staff thinks that the proposed classification which is consistent with the Traffic Circulation Plan will be more than adequate to accommodate the projected traffic. He further stated that Avenida Cochise is under 10,000 trips per day.

Mayor Pro Tem Gray asked if that is east of the mall. Mr. McLachlan stated that he looked at all and Avenida Del Sol is designed and built as a minor arterial but is below the 10,000-vehicle threshold. He noted that they do not want to create a 100-foot wedge that is going to bifurcate the neighborhood. They want to keep it consistent with the traditional neighborhood design that is the predicate to the Plan.

Council Member Pacheco voiced her concern about Shrader Road area, Phase IV which could be 50, 20 years into the future, and not having the north/south movement. Mr. McLachlan stated that most vehicles will be exiting out onto Highway 92 to go north/south. Mr. Potucek added that it could be Avenida Del Sol in the future. Mr. McLachlan stated that there are plenty of options because of the connectivity that the Plan provides.

Mr. McLachlan asked Council Member Pacheco to think of Foothills Drive or Saint Andrews Drive; although, because of the collector status, no driveways will be able to connect so there is going to be continuous flow.

Council Member Pacheco asked about the civic center. Mr. McLachlan explained that featured in the City's General Plan, Vista 2030 during the Dream Your City planning process there was a public desire to see an alternative to the suburban commercial strip form of development that predominates in the City where there are single uses principally oriented to a major arterial. In a town center format, it is more compact, more walkable, like the tenants who were trying to achieve with the West Fry Boulevard redevelopment. Currently it is 100 percent commercial and in a mixed-use development format there can be residential uses either incorporated into the project within the same district or as part of the building itself. It can be vertically mixed use or horizontally mixed use. The City wants to achieve not only the mixing but also sufficient building mass to create the vitality and energy that a town center needs. Public spaces are very important within that setting so high level of building and landscape architecture is required to bring people in and create the environment that is going to foster the economic vitality of the town center. The community park that was added as a potential anchoring catalyst is for drawing in the public to not only enjoy that amenity but also to take advantage of the town center, which is in close walking distance.

Mr. McLachlan stated that he can see a synergy between community festivals and the businesses taking place in the future should the Plan be realized. He asked Council to google Verrado near Buckeye because that is the template that is being looked at in terms of influencing the future of the town center project.

Council Member Calhoun stated that it is a beautiful neighborhood located at the foothills of the White Tank Mountains on the west end of Buckeye and asked about details on the map. Mr. McLachlan stated that they are either on street parking, bike paths or both. The cross section provides for either, or and it could be like Las Brisas where the bike lanes were added.

Council Member Calhoun stated that she believes that having those bike paths connecting those parks is going to be very important to the community. She asked about the strip going past Schrader all the way down to Saint Andrews and MU-3. Mayor Mueller stated that it is drainage, and it will be a parkway. Mr. McLachlan explained that it will be converted into the Lewis Springs Linear Park. It is going to be a multi-use path that runs along the south side.

Council Member Calhoun asked if this encompasses housing from a low end to a high end. Mr. McLachlan stated that there are a variety of densities that are being provided by the Plan. The smaller lots will more than likely be the more affordable product than the low-density areas will probably have larger homes, more square footage. There is a correlation between price and the land size.

Council Member Calhoun asked if apartment-type homes are included in the residential neighborhoods. Mr. McLachlan stated that the apartments will go into the mixed use and multi-

family, H1 through H4 areas. The multi-family may include for sale or rental that depends on the market and more than likely Castle and Cooke will be the developer of the project. Mr. Coffman stated that he is correct.

Council Member Umphrey asked if the proposed amendments for roadway classifications, "smaller size residential streets will promote walkability", refers to the minor turning into a collector and the streets being narrower. Mr. McLachlan stated that the classification is being changed. The functional classification in the current Plan is minor arterial that is 100-foot wide, five lanes.

Council Member Umphrey stated that the wording is confusing because it states smaller sized residential streets, the residential streets are in red on the map, and asked if the streets are changing. Mr. Potucek stated that it was the original Plan. Mr. McLachlan added that he was trying to describe it in lei terms instead of functional classification.

Council Member Umphrey stated that page 73 has water reuse as stricken out, but it continues to mention that water harvesting/reuse will continue and that they will have to incorporate water harvesting. Mr. Potucek stated that in 2006 this was a far-reaching plan, and the City was looking at things like grey water reuse, but a lot of technology has changed over that time and probably the most significant thing that Council has done between 2006 and now is the adoption of the EPA water sense standard. The City has the highest level of water conservation for in development for housing in the State of Arizona. Castle and Cooke is agreeing to go ahead and follow those standards.

Council Member Umphrey asked if staff meant to strike it out. She also asked if it needs to be made consistent throughout the rest of the Plan.

In response to Mayor Mueller and Mayor Pro Tem Gray, Council Member Umphrey stated that page 73 is under the Concept Plan, Goal 8-2. Mr. McLachlan noted that it is the strikeout version that was posted on the website.

Mayor Pro Tem Gray noted that the Mayor and rest of Council do not have the document. Council Member Umphrey noted that stated on page 73 is that the Tribute Specific Plan includes water conservation, water reuse, and water augmentation measure. However, water reuse has been crossed out, but water reuse is mentioned about eight more times.

Mr. Potucek stated that reuse probably refers to treating it/using it on the golf course or using it on the landscaping that was originally in the Plan. Since the package plant is not in anymore, the City will not be reusing it in that way because a better use of the effluent is to recharge it at the EOP and bring it closer to the river.

Council Member Umphrey stated that the Plan should be consistent. Mr. Potucek stated that the document will be revised.

Council Member Umphrey further noted that Appendix C states that it was decided not to have a package plant and that they must harvest water. She added that the document is a very thorough document, and a lot of her questions were answered the more she read.

Mayor Pro Tem Gray commended the person who originally did the Plan because relative to the times, there are few changes and that is great that the City was looking ahead. She added that inevitably when discussions take place about Tribute, the criticism starts about 7,000 buildings

going up and the market not being there. She stated that all buildout is contingent upon market conditions and the City is not going to be putting up 59 houses tomorrow or in the next 20 years without the market calling for it.

Mr. Coffman stated that the nearly three-square miles really represent the future of Sierra Vista. It is virtually all the developable land that the community has forever unless Fort Huachuca goes away and that turns into something else. Given what is known today, this is it. The 69/59 does not represent something that is going to be air-dropped onto the acreage anytime soon. This will simply develop as time and the market demands, but it represents the future of the community and that is in the spirit in which all have worked on for a very long time.

Mayor Mueller asked about next steps. Mr. Potucek stated that there is no requirement to vote on this. This was envisioned in the original Plan and amendments may be made. Council Member Umphrey added that page 156 states that he can approval all the changes.

D. [Council Executive Report](#)

Mr. Potucek stated that he had mentioned that reports of the boards and commissions would be included, but they did not make it in this time. He reported that he met with the Fort Garrison Commander and was notified that due to COVID, there will be school closures, and although annual exodus of troops will continue, which they are preparing for, the post will effectively be shut down starting on Wednesday, December 9, 2020, and requiring everyone to work from home. He also reported that Mr. Smith has left, and Commander Hiser is taking over SEACOM. Lastly, he reported that the Sheriff has hired Mark Napier as the new chief of staff to replace Mr. Smith.

Council Member Umphrey commented on the success of the Spotlight Breakfast video, noted that almost 16,000 people watched, and suggested incorporating the video in the future due to the positive feedback. She added that directors talking about their departments should be considered as well. Mr. Potucek stated that there have been brief discussions about the success of the video and assuming COVID allows next year for the Spotlight Breakfast, it probably behooves the City to somehow combine the two or do a little bit of both, film part of the Breakfast and still be able to get it out to the public.

Council Member Umphrey stated that she appreciates the reporting systems/heads up because the City is probably going to see higher crime rates. Police Chief Thrasher stated that currently under UCR there is usually multiple offenses. An example that is used with the FBI is a homicide that might also include an aggravated assault, robbery, or burglary, but only the highest level of classification for that crime is reported. However, they will all now be reported. Typically seen will be an increase in aggravated assaults because these are the lowest level of crimes that are a part of the incident even though they have been charged/occurred but not reported in the FBI statistics.

Council Member Umphrey asked if the graphs will indicate the increase. Police Chief Thrasher stated that he is still trying to figure out how to do that because it is an apples and oranges comparison. He added that he does not know whether to start over and noted that he has the historical stuff and he is unsure on how to show the comparison. The reason why the report shows the calls for service is because the calls for service reflect multiple cases. The calls for service are a lot more than what the actual UCR reporting is.

In response to Council Member Umphrey, Police Chief Thrasher stated that they must do the

National Incident Base Reporting System (NIBRS) numbers, but they will not have the UCR because once they start reporting NIBRS, the UCR will be shut off. It will be much more comprehensive in terms of the number of crimes reported.

Council Member Umphrey asked what is reported if it is all the same crime, but it occurs 10 different times. Police Chief Thrasher stated that it gets reported as one incident with multiple victims instead of individual calls for service.

Council Member Umphrey commented on the Visitor Center's new look because it looks welcoming and it is good use of the space. She suggested locations in other places where visitors are naturally more frequent. Council Member Calhoun noted that it needs to be more advertised.

Mayor Mueller stated that there are signs and commented that he thinks that it is a great display, and it has been setup well because it is bright, attractive, and welcoming. He noted that there is a need for a museum to be attached to it on the entrance to the City, but that is \$5 Million plus and that can be discussed during the upcoming Strategic Plan.

Council Member Umphrey thanked all the departments for taking the time in providing commission updates. She also stated that she is very excited to see Tombstone Brewery and Pub moving to the West End and Dutch Brothers.

Council Member Pacheco asked if more calls are being seen due to the new system. Police Chief Thrasher stated that currently they are doing a dual reporting on a test basis, but it does not currently change the calls for services.

Council Member Pacheco asked about the increase in mental health calls for service. Police Chief Thrasher stated that those are mainly check welfares due to the pandemic because people are staying home and not staying in contact. The Department is getting calls from employers that have not had contact with people or checking on kids that are not checking in on the school system. There is a whole combination of stuff with that check welfare that is related to the pandemic.

Council Member Pacheco asked about the Fire Department's increase in calls on every Wednesday. Fire Chief Jones stated that there is no rhyme or reason to it, historically maybe Hump Day does something to people.

Council Member Pacheco stated that she is excited about the Fire Fighters Toy Drive and commented that last year, the Fire Fighters' Toy Drive helped some of her Pantry's kid, who was living in a car. There were teenagers and the Fire Fighters' Toy Drive helped get them into a hotel over Christmas.

Fire Chief Jones stated that they are currently at 160 applicants and they are opening it up on Friday, December 11, 2020 and Saturday, December 12, 2020 to be at 200 or 220 that will probably reflect 700 kids.

Mayor Mueller asked Fire Chief Jones to give a plug on how to donate money or toys. Fire Chief Jones stated that donations are being accepted at any fire station. The Department will provide a receipt and announced that the following two Wednesday, they will be at Schottky's parking lot from 4:00 p.m. until 6:00 p.m. People can drive through and not have to get out of their car. The money will be spent on the groups that are hard to get donations for.

Council Member Pacheco stated that she was not aware that Dutch Brother's Coffee is coming into town until she read the report. She noted that the shopping center that they are considering has grown, but the flow of traffic is all going into one entrance and it is terrible. Mayor Mueller stated that they first must submit a site plan and there is a process for that with the Planning and Zoning Commission.

Mr. McLachlan stated that the proposed parcel is located on the Bypass side, entryway going into Cal Ranch and Hobby Lobby. This is a different owner than the Larson Baker piece that has been redeveloped with Shoe Encore, Planet Fitness and Ulta, which is highly trafficked. The Traffic Safety Committee has met and discussed the ingress and egress of the driveway access and the potential need in the future should the other side of the street develop for potential traffic signals. Mr. Potucek added that when Walmart left and there was the recession, Plaza Vista Mall was looking poorly. This has been a real success story in terms of redevelopment for the community and hopefully that will extend to the mall later as well. Part of the process has been that the main owner is parceling off these parcels to other owners and the City recognizes that it is creating some traffic circulation issues and access issues now and basically the City needs to talk to the original owner because if they are planning on doing that again, because what is going to be needed is a traffic signal on the east side Charleston Road entrance. He added that he has already asked the Public Works staff to put the infrastructure in for a future traffic signal since there is going to be an overlay at Charleston Road. Implementation of that signal will probably be dependent on either traffic conditions or the development of Cochise Crossroads in the future, but there should be some contribution from developers towards that signal.

Council Member Pacheco asked about Code Enforcement/Community Development using door hangers to encourage people to sign up for utilities. Mr. McLachlan stated that this is a new responsibility that the Department has recently taken on to help the Finance Department. He explained that when there is a change in ownership or tenancy on a property, the new renter moves in and they do not always know to setup an account with the City and the City does not always know that the change has occurred. He further explained that when a bill is in arrears for three months, the Department is consulted, and they go make contact with the tenant or property owner to let them know to come in and to sign up for utility service. The door hanger method has been very effective. It seems to grab their attention better than a letter in the mail. The funding is being recouped that has been in arrears.

Council Member Pacheco asked about the checking out of Wi-Fi hot spots by the Library. She also asked if there has been any cooperation with the School District. Ms. Wilson stated that the Department has not any coordination with the School District, and they are open to the public. They are not earmarked for students specifically and soon as they come in, they go out again. It is extremely popular, and they can keep them for up to two weeks and if they do not come in on time they just stop working. It is linked to the Library card and there is no incentive to continue to keep it. People have been doing a great job and the Department has received a lot of feedback from families with children in school who have needed that. She added that they hope to expand in the future.

Council Member Calhoun commented on how active the Library has been throughout the pandemic and the most recent take home projects, which are major to her and she hopes that there is good success with the program. She further stated that keeping people engaged not only with life, but with the City is very important and people understand that the City cares. The Wi-fi is one way and this program is another along with the many other projects that are being

done. She thanked people for taking advantage of the programs. Lastly, she stated that the Hank Hauser Museum is also doing some amazing things, particularly the project with the sports center and having the history project. She thanked Elizabeth Rozak, who is enthusiastic and smart, for talking to her club.

Mayor Pro Tem Gray stated to Mr. McLachlan that the abatements look amazing on McAbee Street. She added that it is amazing how making a blank slate out of something gives it a whole new look and presentable for the community.

Mayor Pro Tem Gray commented that the DCIP Grant is for the substation and shared that she attended the American Defense Communities Popup Meeting, where Mr. Boone was on the panel. She gave kudos to Mr. Boone and stated that he represented Sierra Vista very well. She noted that one of the panelists was from the Office of Deputy Assistant Secretary of the Army who specializes in BRAC, who literally could not stop talking about the project and how great the use of the DCIP Grant was more so than any of the other projects.

E. Report on Recent Trips, Meetings and Future Meetings

Mayor Mueller reported on a Rural Transportation Advisory Committee via Zoom where discussion took place on what needs to be done to make recommendations for the Legislature next year on trying to get roads and highways funded.

Council Member Pacheco stated that she attended via phone the Upper San Pedro Partnership Meeting. Mayor Mueller added that he also attended the Administrative Meeting of the Upper San Pedro Partnership, and the only significant agenda items were the nominations for appointments for the chair and vice chair; however, the Bylaws states that the inductions do not occur until the first meeting of the year, February 2021.

F. Future Discussion Items and Council Requests

Mayor Mueller asked about a strategic planning session with new Council Members. Ms. Yarbrough stated that she is working on a date for the session.

In response to Council Member Umphrey, Mayor Mueller stated that during his closing remarks on Thursday, December 10, 2020 he will read the proclamation.

G. COVID-19 Status Report

Mr. Potucek reported that there is no change to Police Chief Thrasher's reports on COVID. There are many cases Countywide and the City's area has increased. He added that staff is aware of potential shortages of space at the hospital. The City will maintain its posture regarding staff and facilities in having the buildings closed. That posture will be maintained until the vaccine is widely distributed and available. The City will be in a similar position for a couple of months.

Mayor Mueller stated that he plans to talk about COVID during his closing remarks. He added that he does not think that a lot of people realize that even if the immunizations are available next week that it will be 21 days before they can get their second shot. He noted that he has looked at the priority list and it is healthcare workers, etc. a logical sequence. It will take three days to a week before the vaccine is effective, at least a month for the first people to build up immunity.

Mayor Mueller further stated that if vaccines start on January 15, 2021 it will cascade and the numbers have been decided on what each state will receive. It will be a big logistical exercise to get the vaccine at the right time, right people, at the right place, and making sure that people to come back to get their second shot within the timeframe. The City will be in this process probably until mid-March or later before the average citizen gets their immunization. Lastly, he encouraged everyone to follow the masking, sanitation, separation and be in that mode for a relatively long time, longer than most people anticipated. He asked people to be very careful when going out on holiday parties to minimize the amount of the spread.

Mr. Potucek stated that he anticipates cases increasing as being seen during the Thanksgiving Holiday. He further stated that he imagines that it will be the case through the holiday season because people are together, in-doors more, and it is natural to assume that. Lastly, he stated that the State is working with the Fire Department and Fire Station Three is being contemplated for use as an immunization center.

Mayor Mueller stated that people should not just show up at a station. It will be those people who work at the hospital, medical because it will be by priority order. People will get an invitation/notice when they need to show up and they need to go. Lastly, he stated that people that are 65 and over are in the third tier, but the bottom line is that once that third tier of the priority, it will be a couple of months.

Mayor Mueller voiced his appreciation for everyone's support/consideration. He complimented business owners who have changed their hours to accommodate the spread and what is being done in restaurants.

3. Adjourn

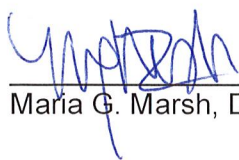
Mayor Mueller adjourned the City Council Work Session at 5:05 p.m.



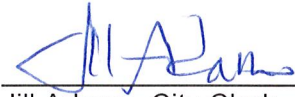
Frederick W. Mueller, Mayor

Minutes prepared by:

Attest:



Maria G. Marsh, Deputy Clerk



Jill Adams, City Clerk