

Sierra Vista City Council  
Work Session Minutes  
September 21, 2021

1. Call to Order

Mayor Mueller called the September 21, 2021, 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 Gregory Johnson – present  
Council Member Angelica Landry – present  
Council Member Mark Rodriguez - present  
Council Member Carolyn Umphrey - present

Others Present:

Chuck Potucek, City Manager  
Victoria Yarbrough, Assistant City Manager  
Adam Thrasher, Police Chief  
Jon Kosmider, Deputy Police Chief  
Brian Jones, Fire Chief  
Laura Wilson, Parks, Recreation and Library Director  
Sharon Flissar, Public Works Director  
Irene Zuniga, Engineer  
Matt McLachlan, Community Development Director  
Jeff Pregler, Planner  
Tony Boone, Economic Development Manager

2. Presentation and Discussion:

A. September 23, 2021 Council Meeting Agenda Items ([agenda attached](#))

Mayor Mueller stated that the Council Meeting for Thursday, September 23, 2021, starts at 5:00 p.m. with the call to order, roll call, invocation, pledge by Council Member Benning due to Council Member Johnson being unavailable, and the acceptance of the agenda.

Item 2.1 Discussion and Possible Action of the Special City Council Meeting Minutes of September 7, 2021 – There was no discussion.

Item 2.2 Discussion and Possible Action of the Regular City Council Meeting Minutes of September 9, 2021– There was no discussion.

Item 2.3 Discussion and Possible Action of Resolution 2021-063 Acceptance of Sewer Easements for Veritas Christian Community School – Mr. Pregler stated that the Veritas Christian Community School will be relocating at 393 S Highway 92, which is located outside of the city limits.

Mr. Pregler displayed a map depicting that the school is located at the corner of Glen Road and

Highway 92. The property currently has a 1000-gallon septic system that will not meet the needs of a school with at least 150 people. Rather than construct a larger septic tank, the school has decided to connect to city sewer. Per city policy, businesses located outside of the city limits that request to connect to city sewer are required, either annex or sign a pre-annexation agreement if the property does not meet the annexation criteria at the time of the request. The City Council approved a pre annexation agreement for this property on June 24th, 2021. As a result of the annexation, the sewer line would be extended from Golden Acres Drive to the Veritas property. The sewer line will be located partially in Cochise County's public right of ways, Golden Acres Drive as well as partially on private property. The easement will have a 20-foot width on the private property portions and 60 feet in width in the public right of way. The easement is necessary to ensure the city's legal access to the sewer lines for maintenance purposes.

Mr. Pregler stated that the city has not received the easements from the property owners. Staff has given them until the end of the day for receipt of those easements so that the Public Works Department can review the legal descriptions in the deeds. If the easements are not in by the end of the day, then staff recommends that this agenda item be removed.

Mayor Mueller asked if staff has done anything to speak with the neighbors, the folks on either side of the easements that runs north and south, to see if they would like to hook into the sewer system. Mr. Pregler stated that staff has not.

Mayor Mueller stated he understands that they are trying to do it very quickly because there is a time rush and they want to get kids in school, and they have not even yet turned dirt. They obviously need a place to flush before they put kids in school. He added that one of the reasons that he is asking the question, is because in the past when the city has extended sewer or other city services into county areas, and that is where this is, the city has gone to the neighbors and notified them that they city is running a sewer line here, and why it is a good reason to annex, if their septic system is undersized or it has been there for 40 years and in need of maintenance, etc. Or if they are planning on developing the area. Even if the city wants to get the sewer system in early for the school so they can build and operate, the staff needs to at least go back to the neighbors and notify them of what is going on and explain the advantages and disadvantages.

Mayor Mueller referred to the map and stated that most of the properties that are developed are commercial properties, which obviously garner more revenue than the residential properties when talking about both sewer and sales tax. Therefore, it is worth the city's time to do that little extra work, even if it must be done after the fact.

Council Member Umphrey asked about the number of neighbors' permissions that the city is still waiting. Mr. Pregler stated that the city has permission from all RDI. The city has permission for easements for the sewer lines from all the property owners, Cochise County and two additional property owners. It is just a matter of the surveyor putting the legal descriptions together and submitting them to the city. Mayor Mueller noted that the property must be described in legal term so that they can record it.

Mr. McLachlan stated that the location of this extension was literally put on staff's radar last Thursday. They are hoping to have the school opened by October 1, 2021. The Department wishes that it had more time to do outreach and staff will certainly do follow up after the easements are put in place with the adjacent property.



Mayor Pro Tem Gray asked if this connection would go with the new sewer fees. Ms. Flissar stated that it was at least 30 days until the new fees go into effect. A large part of this depends on when everything happens, but if they are outside of that window of time described by Mr. Felix, then they would be subject to the new fees.

Council Member Johnson referred to the map and asked if the green dotted line is going to be a city expense. Mr. Pregler stated that it is not. The sewer line is going to be constructed by RDI, the extending the sewer line. The city will be accepting it for maintenance purposes if there is an issue down the road, but the sewer line is being constructed by RDI.

Council Member Rodriguez asked if the properties that are up against it, the residences on Glen Road, the only ones that are on that side of the street? He also asked if they could annex themselves if they wanted to use the sewer lines for their houses, and if it is both sides of the street? Mr. Pregler stated that it is just one side of the street? Mayor Mueller referred to the map and pointed at the green line and explained that if the property is on or near the green line, they can annex in. There are some commercial properties that will further to the west, but they would have to get with their neighbors and pay to put a connection line together if they wanted to do that.

Mayor Mueller asked if there is an opportunity to annex others, but most people probably have a good septic already and are not exceeding capacity. However, there is lot of open territory there and eventually they could annex. He asked Mr. Pregler what the open area is zoned in the county. Mr. Pregler stated that he is unsure.

Mayor Mueller stated that he assumes the property is zoned commercial since it is interior and away from the main highways and noted that it is the commercial properties that he is concerned with because they provide tax revenue as well as revenue for the for the sewer system.

Council Member Rodriguez stated that there is a new Circle K going in and there is a church right there as well. Mr. Pregler stated that staff contacted the new Circle K because at one point they wanted to connect to city sewer. After further discussion, they decided they would go ahead and build a septic system instead, so they're not interested in connecting the city sewer at this time.

Mayor Mueller reiterated that his concern is the commercial folks because they need to be aware that it is available so that they can take advantage of the sewer line. He asked if the sewer line will be built for just the capacity for the school. Ms. Flissar stated that standard for these types of sewer extensions per ADEQ is 8 inches, minimum would be 6 inches. However, most of what is seen out there is 8 inches and that would be plenty sufficient for anything in this area. It should be noted as well that after this line is in per ADEQ regulations, if the septic systems within a certain distance of this line were to fail, then at that point they would be obligated to tie into the sewer system, if it is feasible to do so. There is cost considerations for that and then there is also engineering considerations that would have to be looked at from an ADEQ perspective. Eventually it is likely that anyone within proximity to this line would be tied into this sewer. Mr. Potucek added that extensions are very possible to the south and to the east as well. Ms. Flissar stated that it is within the city's service area approved by ADEQ.

Item 3 Discussion and Possible Action of Resolution 2021-064 Submission of the US Housing and Urban Development (HUD) PY 2020 Consolidated Annual Performance Evaluation Report (CAPER) – Mr. McLachlan stated that this is a federal report that staff prepares and files at the



end of each program year that describes how Community Development Block Grant funds were used and then the accomplishments that were realized. A lot of the information contained in the report is carried over from the five-year consolidated plan and the city's most recent annual action plan. During the last program year, which coincides with the city's fiscal year, the city expanded just under \$194,000 of its regular Community Development Block Grant allocation to carry out the construction of improvements at Soldier Creek Park in Landwehr Plaza. Another \$6,000 was spent on preliminary engineering activities associated with Cyr Centre Park, which is scheduled for construction early next year. The CAPER also accounts for the use of the city's special allocation of Cares Act money through the CDBG program, to mitigate the impacts of COVID-19. The city held a couple public hearings on that subject last year and amended the plans to direct the funding through an emergency crisis fund administered by the United Way. During the program year, working through their nonprofit partners, they distributed \$243,385 with the bulk going towards rental and utility assistance.

Mr. McLachlan noted that he checked in with the director of United Way and they are in track to complete the program services by the end of the month and by agreement on November 1, 2021, there will be a final report on performance measures for actual activity outcomes that will compile these statistics that Council has been receiving monthly. Public notice has been provided of the 15-day comment period, starting on September 7, 2021, and ending on September 21, 2021, both online and in the Sierra Vista Herald. No comments have been received to date, so on Thursday, September 23, 2021, staff will be looking for council's authorization to submit the report to HUD, which will meet the required deadline of 60 days by the end of the program year.

Mayor Mueller asked if the vote is just to authorize the submission. Mr. McLachlan stated that the action should be to approve the report and authorize the submission.

In response to Mayor Mueller, Mr. McLachlan stated that just under \$60,000 will be expended from July 1st through September 30th. So, the balance of the contract and that amount will be reflected in next year.

Item 4 Discussion and Possible Action of Ordinance 2021-008, Adoption of Development Code Amendments to Section 151.02.004, Definitions; Section 151.06.008, Communications Facilities Section; and 151.20.002, Architectural and Design Review Applicability – Mr. Pregler stated that staff is recommending three separate Development Code amendments. The first proposed amendment relates to the definition of building height and finish grade. The proposed definition of building height states that the vertical distance to the highest point of the roof for a flat roof and to the average height between the eaves and ridge for gable, hip, and gambrel roofs, measured from finish grade. The current definition of building height is measured from lowest grade to the highest point of building, rather than average height. Therefore, the actual height of the building may exceed the defined building height. The buildings would be measured from finish grade and the proposed definition of finish grade is the final elevation of the ground surface after alteration at the highest point of joining the building structure. This essentially means that building height will be measured from the highest adjoining grade.

The reason for the amendments is to provide building height flexibility and to be more consistent with the measurement of walls, fences, and signs, which also use highest grade to determine overall height.

The next proposed amendment relates to communication facilities. Staff is proposing an amendment that would exempt essential communication facilities for emergency police and



medical service dispatch located on private property from the Development Code requirements and the Communication Facilities section of the code. One example where exemptions are necessary relates to architectural standards. The Development Code currently requires all communications towers to use stealth design, which includes concealing attached antennas and prohibiting the use of lattice type towers. Communication towers used for cellular service are only using cell phone antenna arrays, which can easily be concealed in a monopole or other stealth design. Emergency service towers require additional arrays, dishes, and antennas. They cannot practically be concealed. Therefore, the lattice type tower is more functional for emergency service towers. In addition, there are reduced maintenance costs and repair times with lattice towers as opposed to mono poles. Monopoles required the city to order a lift truck from Tucson, causing delays in the repair work and ultimately delays in emergency responses. Repairs of lattice towers only require local personnel to climb the structure and make the necessary repairs. Finally, a lot of structures are the industry standard for emergency service towers, as can be seen from the Cochise County lattice towers all over the county. Now the amendments would expedite the review and construction of emergency communication facilities, which ultimately allows for quicker response times, and the city will try to meet all Development Code requirements where practicable.

The final amendment being proposed relates to the architecture and design review applicability now. Although the architectural and design requirements are applicable to commercial, industrial and apartment developments, the Code does not specify if these requirements are applicable to sheds or accessory buildings associated with these developments. To clarify this issue, staff is proposing code amendments which would exempt certain accessory structures in meeting their architectural and design review criteria. Specifically, accessory structures that have a wall or walls that can be viewed from a public right of way, 30 linear feet, or less would be exempt from the architectural and design standards. Staff reviewed all the commercial industrial sheds issued in the past six years and none had a wall which was greater than 30 linear feet.

The Planning Zoning Commission heard the amendments on August 3, 2021 and unanimously recommended them to City Council. The City Council approved a 30-day public comment period on August 12, 2021. The city has not received any public comments since that meeting date.

#### B. [Discussion of Economic Opportunity Advisory Group](#)

Mr. Potucek stated that this is the follow up from the last work session discussion about a month ago with regards to setting up an economic development group to assist in efforts as the city moves forward that is more community based. Staff went through last time several different options as to how that group might look and after council discussion, it appeared that the preferred route was some sort of an advisory group and not necessarily a commission, like advisory groups that the city has had in the past. In taking that direction, staff offered to come up with a proposal for council to consider. The proposal before you that Mr. Boone will go over follows the guidance of setting up an advisory group. The proposal is to set up what staff is calling an Economic Opportunities Council, which Mr. Boone will go through the machinations in terms of how that will work.

Mr. Boone stated that based on the previous work session, he went back and looked at the video and developed the structural solutions, which he displayed to council via a slide. The temporary task force was out at least based on what he could tell from consensus. He added



that he did not get a read for a regulatory or a non-regulatory commission side, which is why he ended up with the flexible nature of calling it a mayor/city council group as the partnership group did not appear to be the likely course of action. With that, he had a good conversation with the city manager and they both came up with two options, which tie into an economic opportunity. He noted that it is interesting that the word opportunity was used several times in the previous work session.

The group can be called a panel, commission, board, etc. based on council's opinion. Council would drive the scheduling for said group, whether it is a meeting that is monthly, quarterly, semiannually, or in the case of a very specific opportunity that was presented. Ultimately, he tried to draft in a purpose with the purpose to explore, and more importantly, the action verb of pursue. He added that it is easy to have discussions and talk, but the real intent is for the group to come together and to pursue collectively the opportunities as they see.

The opportunities could be bend in two broad categories. First, if there was a clear line on a business, a particular sector that showed up, or a significant event. If council were to look at the economic impact of the Tour de Zona in March of next year, if someone was attempting to propose a three or four-day event, there would be a significant economic impact. The second half of the broad bucket came into condition setting and it may fit the bill whether it was a grant, i.e., the educational grant. The Defense Community Infrastructure Pilot Program would be another one from a resiliency project on Fort Huachuca that may be led by SSVEC partnered with the Fort, and the city having a supporting role in that. This would lead itself to a better environment for continued economic growth.

Mr. Boone stated that this must be put on there because no matter where he goes and who he talks to, the world-famous Red Lobster and all the other things come up. This is not a group to get together to identify a particular retailer or a business. He has heard about Red Lobster, Costco, Trader Joe's, and no matter which organization he had, and Mr. Potucek went through a very detailed explanation as to why some of that does not happen in the city.

A slide was displayed that talks about the need for partners with a particular industry perspective, a depth of understanding and knowledge that they could come out and identify the potential opportunities as they see it with the intent and plan to work together. It depends on how this is broken out, the group may have many players in this, or it could be very few depending on the circumstances, with the goal to achieve results.

A list was provided that is not inclusive, nor is it prioritized, but it was just kind of a mind meld of the potentials that may play in this one. This clearly falls in line with the city's education partners, whether it is K through 12 or post-secondary, medical services, professional services, lawyers, bookkeepers, and they run their own service line, real estate developers, commercial brokers, and Fort Huachuca that plays a significant role in how the city defines that and how it works with Fort Huachuca, especially within the ethics rules. The list contains the defense contractors, small and large, hospitality in one large group that could be broken out separately, utilities, especially our partners, i.e., SSVEC, small retail, large workforce that is a significant role, which is one of the larger issues currently going on.

Mr. Boone stated that there have been discussions at the Arizona Work Board, which will meet on Wednesday, September 22, 2021 with the Chamber Arizona at Work and the SBDC to figure out if there was something that can be collectively done.

The list includes the banking or investing credit union, nonprofits that have the potential to play



a role, whether it is business or service related, and sports leagues due to the Parks Recreation and Sports Division and the significant role that they play. The last one on the list is a catchall in realizing that the Air EDF, the VBOX, Small Business Development, etc. are people that have a role and will play in the sandbox called economic development.

Mr. Boone stated that the city has great partnerships with many of the organizations on the list. Staff has provided a way forward for Council and it can change from there, but at least the shift has been done from a known point.

Mr. Potucek stated that what he and Mr. Boone were thinking about is beyond just the traditional role of economic development that is kind of known, which is trying to attract businesses to the area or working on retention or expansion of existing businesses. Those are very traditional economic development roles that a public sector or city department might work on. The city would continue to do those types of traditional things within this framework. This framework really counts on the community partners to come to the table and bring other ideas and other things to bear. For example, the DCEP Grant has now resulted in the construction of the EMS substation - a grant opportunity that that Mr. Boone found, and the city formed a team and put the grant together and did all the legwork to get that money brought into the community, which is now resulting in an important project. There are other people i.e., Cochise College that may have a project/program, the University of Arizona that may also have a project/program that might expand workforce in cyber security or other areas that the city is looking at. The hospital may also want to do recruiting or bring in other specialized disciplines to the community and they may need help with marketing as well as the school district or others, who may have grant opportunities for their facilities and other things that maybe they need assistance with. The city has all these different partners out there that have those opportunities that the city is reviewing for all those economic opportunities for the community. It is not just bringing in a new business, it is about what they can bring in to help the community. Infrastructure helps the community's workforce in terms of bringing better services that can help the city market the community to the outside world. Therefore, the idea then is that they will bring those opportunities forward. The group discuss whether that is something worth pursuing. If it is an idea that is worth pursuing, then that group would put together the staffing necessary to write grant/proposal, give letters of support, lobby, or any number of things that the city can do to be of assistance to these various groups in the community if they need it. The city has professionals that do that kind of thing daily, and the city can be a force multiplier to a lot of these different groups in the community in terms of helping them try to get some of these things done. The opportunities come in; they get identified, staff works on them, and they are brought to fruition. It is not a group that comes in and tells the city that the city needs to get a Costco, or the city needs to do this or that. It is specific items that can be worked on that can really bring a focus and things to work on that can be accomplished. This is the idea behind the proposal.

Mr. Potucek stated that if council has changes or wants to move in a totally different direction, that is fine with staff as well, but staff thought that this might be a direction that might be able to show some real fruit in a short amount of time.

Mayor Mueller stated that he did not see a mission statement and the closest thing that Mr. Boone has on a slide where it says purpose. The city wants to expand the economic capabilities of the city by taking stakeholders, representatives and explore what the possibilities are, and then through partnerships, pursue and define those opportunities so that there can be improvement, whether it is education, jobs, or the whole gamut, and not just bringing in a business.



Mr. Potucek stated that it is as simple as some of the things that the city is doing, i.e., Ms. Wilson putting in grants for ballfields for the city's sports tourism, but the school district also has facilities, and there are grant opportunities for school districts to do those kinds of things. They just may maybe need some help identifying them or working with them to make those things happen in terms of how they fit into a larger community context. It is a good thing if the school district can artificially turf their football and soccer fields because it saves water and it helps expand inventory.

Mayor Mueller stated that this is relatively short term, zero to five years, or zero in that time frame. There are other things in the community that need to be looked at long term, but the city may not be able to get right away because the city does not have the acreage for an industrial facility, or the city may not have certain things. This group could also develop the workforce and the education level and the other things that would be needed to attract a based business as well, which could take 15 years. He added that there is a basically short opportunity scope and a longer opportunity for horizon that the city needs to look at as well.

Council Member Benning concurred with Mayor Mueller and noted that he likes how they put in opportunity and to have more of a direction for the group. He added that the number of representatives put on the list is a lot. Mayor Mueller stated that the way he would see this operating is that there are not going to be 16 people on a committee. If it deals with the hospital and it is an education issue i.e., they need more nurses. Then it is the hospital and Cochise College and maybe the University of Arizona that the city would need to engage and work on that issue, and it may take a couple of years to generate enough nurses, technicians, or whatever the whatever the need is for the hospital to make the make the hospital more viable or not just the hospital, any medical office in town. He further explained that not all 16 organizations on the list would be needed, but a task force for that specific issue would need to be put together.

Council Member Benning stated that this group would be brought together when needed. Mayor Mueller stated that he is getting further into the discussion, but the way he sees it is that the city needs to have a base group that identifies the key issues. Once that base group is put together, that group will identify the key issues where they think that they can help. Then those team members need to be identified to bring in to work on that specific issue. The Council needs to figure out what is doable and have a core group with city help that meets on a regular basis, maybe not more, not probably less than once a quarter to define the parameters are and then had the task force. The task force would then come back and report to the progress is, the difficulties, work through the issues.

Council Member Benning stated that he is tracking this. He just wanted to make sure that there is not a when we need them group to call them.

Council Member Johnson stated that what Mr. Boone and staff have done is good, but it lacks specificity and a mission statement. He added that he had provided to Mayor Mueller and Council Members a proposal for an Economic Development Commission. He noted that he is still referring to the group as a commission. He read for the record the mission statement that he had put together, "The Sierra Vista Economic Development Commission is appointed to act in an advisory and monitoring capacity on behalf of the citizens of Sierra Vista to maximize economic development opportunities within the context of the community's character. It also recognizes that there is a need for a long-term vision and strategic plan to balance residential, open space, commercial office and service activities and needs within the community." He further stated that within the mission statement, the EDC views its mission as, "To be an



advocate for Sierra Vista and promote the city and business, real estate and commercial endeavors, to serve as a liaison with, and support the development of appropriate industry and commerce. To serve as a representative of the city in discussions concerning companies wishing to move or to expand in Sierra Vista. To serve as a catalyst for economic development, promote and monitor and economic development plan based on the needs and views of businesses as well as the residential community. Facilitate the creation of jobs in the city for both existing and new businesses. Champion assistance to new and existing businesses. Promote the city as a destination point with emphasis on lodging, food, recreation, and entertainment. Encourage doing business locally, and to advise the City Council, City Manager, Director of Community Development and Economic Development Manager on all economic development matters and enable that more attention be given to economic issues and opportunities and provide a greater opportunity for citizen participation in the affairs of city government.”

Council Member Johnson stated that he is aware that he just went through a long list, but those were the ones that he envisioned when he first made this proposal. He added that he thinks that staff is getting there, but there needs to be a lot more discussion on how this is going to work because he originally proposed a five-member commission, serving three-year terms, and appointed by the City Council. The commission would hold regular meetings to identify things, but he likes the subcommittees using all these various sectors that were pointed out that the city could focus and drill in when opportunities are seen.

Council Member Benning stated that everything that was brought up by Council Member Johnson is what was brought up by Mayor Mueller with that core group, and that can be the mission of that core group. However, some of the things stated at the end are redundant. The city is already doing that and hopefully business owners, people in the community, whether it is education and professional services, real estate, they are going to be selling Sierra Vista anyway. Everyone is an ambassador of the beautiful City of Sierra Vista, but he thinks that this is the start for that core group. Council needs to outline a layout when they go to that next step of subgroups and getting further into weeds.

Mayor Mueller stated that it is simple. If there is a core group, whether it is 5, 6, or 7, it does not make that much difference, but council needs to identify those key players. Once that group is identified, the key thing is to sell them for a month from council’s perspectives on the idea that yes, that the city needs them to look at what is practical today and they need to get educated and up to speed on what is practical and where the priorities are based on what is practical on expanding the local economy. This is going to be a tough thing, but again, once that group meets and says OK, here is an opportunity, then the best way for them to operate is to get with the subgroups with the city’s help and go after the issues to get something constructive to attract additional business, additional employees, training, of whatever may be needed to ensure the city’s economic development.

Mayor Mueller further stated that he agrees with Council Member Benning in that council needs to come up with a piece of paper just like it is done with the other commissions.

Council Member Johnson stated that he thinks that it is important that the core group meet regularly because if they meet quarterly - a lot gets lost in the weeds. Mayor Mueller stated that it should be not less than quarterly because the council wants people with experience, have sense of community, and want to work for the betterment of the community. However, those people are already busy, and it should not be a bunch of old gray-haired retirees doing the things that they want. It should be men and women that are old and young, and across the



diverse area. This is one of the reasons why he thinks that it is important for council to go beyond a little bit on the other commissions because people that live outside the city limits are not allowed on a lot of a lot of our commissions. This is one of the things that needs to make sure with this because there may be people that are successful business owners in the city or successful developers in the city, educators in the city that may not necessarily live within the city limits, but they may be a key person or a valuable person that the city may want on the first board because the first year is going to be critical. The right people need to be on the board, and they may be meeting every other month or monthly initially, but eventually, he would like to get to the point where they call a meeting quarterly and review what all the subgroups are doing and work together towards whatever the goals that they have established to bring in additional commerce.

Council Member Johnson stated that part of his initial proposal was that the people on the board, did not necessarily have to live within the city, but if they had a business within the city limits, it would be appropriate to have that person on the board. Once they retire or their business goes away, or they move elsewhere, that they would be replaced.

Mayor Mueller stated that normally it is a two or four-year term, but he could see dealing with a two-year term with unlimited, but again, that is a proposal that council can come up with when the draft proposal is written enabling legislation to establish the Economic Opportunity Council.

Mr. Potucek stated that he does not think that council really wants to lock itself into what is current for the standing commissions because this group is going to be more fluid. For example, there is going to be a new hospital administrator, they change out frequently, and council does not want to have a resolution naming so and so, or somebody else moves.

Mayor Mueller stated that the positions should not be identified by name and some thought needs to be put in to make sure that they are broad categories that are covered, i.e., medical, education, etc.

Mr. Potucek stated that it is hard to get Doctor Rottweiler or Doctor Holmes, or whoever the hospital and administrator is, or others in the room at the same time. This is always a difficult thing and with teams, it may be a little bit easier if the city opens it up and has virtual capabilities.

Mayor Mueller shared that the last time they went through BRAC, there was a similar setup, and it was all informal. They looked at seven or eight items in BRAC that they were specifically looking at, and the community got together, and they formed a massive committee with the heads of seven or eight to look at what needed to be done for BRAC. They then went back to their community partners and other groups, and they worked on those specific issues, everything from education to hospital, to all the other things that were additional community issues, which worked out well. Environment was one of them too, which is when he sat on and that that worked very well, but as soon as Brack went away, everybody said they were done. This type of structure worked, and it was manageable. He further stated that when he thought about this, he wondered if this is going to be manageable because he thinks that what is being talked about is a core group that heads it with action teams for whatever areas are being pursued that work intimately with Mr. Boone.

Mr. Potucek stated that the city is not professing to be the expert because needed are people to come to the city with what they see are opportunities or were they think they need assistance in whatever respect it.



Council Member Benning stated that in looking at major people, major players for these side groups are good, but he wants to make sure council cautions themselves because the only difference between success and very successful is time and opportunity. If council does not look at the people that are laying the bricks or the people that are selling the clothes, the city is leaving out a big part of the population. He keeps hearing JD Rottweiler being mentioned and the heads of these organizations.

Mayor Mueller stated that it is done for ease of example, but he agrees that maybe Josh Moe that does a certain thing is critical that council is not aware of or that knows people that could be a clinical key player, and the idea of these subgroups is to identify that person and get that person involved.

Council Member Benning stated that he is talking about that group of core people rather than naming people, i.e., hospital CEO or COO as the point of contact for the hospital when going to the subgroup. He added that there must be people that want to come forward, step forward and volunteer to do this, and he would like to start hearing from people because this subject has been talked about for a couple of months.

Mayor Mueller stated that council needs to get to where the structure is down and then gone out and recruit and it may not be JD Rottweiler from the College, it maybe somebody else who would be better at representing education or workforce development. He further stated that he is trying to identify the key talent, and the people who desire to do it, especially for the core group. Lastly, he stated that he believes that council is at the point where they need to rip out the old copy of Council Member Johnson's proposal and start working on specifics to get a proposal together to establish.

Mr. Potucek stated that staff will bring back a more specific document. Mayor Mueller asked to be notified when there is an idea on how long it is going to take so it can be on the appropriate work session so that council can discuss it again.

### C. [Council Executive Report](#)

Mayor Mueller stated that the only question he had, he got answered already, which is how the city is doing on the spending of CDBG money.

Mr. Potucek stated that the signing of the MOU took place earlier in the day in support of the BLM's Resource Management Plan at the San Pedro House, and hopefully the city will see some good efforts come out of that in the future. He reported that that the council's strategic plan projects are starting to roll out, i.e., the EMS substation that is now underway, the Fry Boulevard and with better whether there should be greater progress on those. There are also several other products, i.e., the bid on the Mount Dooley Project that looks very favorable and hopefully he will be able to report on that more specifically during the council meeting. Several other projects are going to be in the shoot, the animal control facility, the bridge at Avenida Escuela, the reconstruction of the Charleston Road area, east of Highway 90. There will be several new projects rolling out on the heels of the ones that Ms. Flissar and her staff are going to be very busy on this year. Lastly, he stated that it is business as usual, monsoons are over, so it is time to clean up the weeds, and the city has its own weeds to clean up over at the Veterans Park Sports Complex. Staff will get started down there and it certainly will help the



community to have a cleaned up and spruced up area. He further reported that it is an event season at the park with Oktoberfest and several others coming up in the next month or so.

Council Member Johnson asked about the airport's sign and noted that Mr. Potucek had stated that the vendors were having some equipment issues, but he is aware that the bid was accepted and came under budget. Mr. Boone stated that the city was contacted by way of procurement that the computer-based software that is used to create the sign had a mechanical failure and as many things in today's environment supply chains or long, so as of a couple weeks ago they were still trying to procure the appropriate equipment to replace it. Ms. Downing reached out to the vendor, and they were hoping to have the color scheme and approvals by next week. The project is taking a little bit longer than was originally planned.

Council Member Johnson stated that he is aware that this is a key piece for Mr. Boone's job in trying to get some people out at the airport to do business with the city.

Council Member Benning stated that the 4th of July was amazing and there was probably more than 20,000 people that showed up at both parks, which was a great event as people are just dying to get back to reality. He asked about preliminary feedback on Oktoberfest because it was another smashing hit, in his opinion. Ms. Wilson stated that the total revenue numbers in comparison to 2018, which was a very successful year, it was 25 percent growth. In 2018 the city's total revenue was \$63,000 and this year, the event was just under 85,000. She added that she does not yet have the net revenue numbers because she has not yet entered all the costs into the spreadsheet.

Mayor Pro Tem Grays asked about the new reporting system; although they are going to stay with the UCR for comparison purposes, she wonders if those numbers will be included. Police Chief Thrasher stated that once the department is caught up regarding that, but it will probably be until the end of the year because they had to certify the department's data for the last three months of last year before being able to continue. The difference will be in that it will be a lot more; therefore, he might have to pare down the NIBRS reporting a little bit to be more consistent with what UCR was, with some other categories added.

In response to Mayor Pro Tem Gray, Police Chief Thrasher stated that the report is a lot more crimes, including fraud and those type of stuff.

Council Member Benning stated that he spoke to the Deputy Police Chief last weekend about recruitment, and he wonders if the department is looking at changing some of the standards or giving a little freeway, i.e., college credits. Police Chief Thrasher stated that it is already being done. They get 30 credits from the academy; therefore, if they come in with 30 credits, they already match that. The department is taking applicants that would be in schools. For example, if they are three credits shy, they apply, and they notify the department that they are currently in college. The department is also accepting the joint services transcript as a college transcript, and currently working diligently with the Career Skills Program with the Army Transition Program, their internship program, to have them go to the academy during that process. There are currently three individuals that are during trying to get into the January academy through that program.

In response to Council Member Benning, Police Chief Thrasher stated that Lily Perry, the department's recruiter. All people must do is call in to the Police Department and ask to speak with the recruiter.



Mayor Mueller asked if close attention is being done to the military posts that the department would like to go in and recruit on to make sure that, if they are in a low COVID area and they are open for business, the department is able to get in and recruit at those locations. Police Chief Thrasher stated that this has been the issue and the department has gone to one recruiting trip to Fort Bliss, and there are three recruiting fairs during the week in the Phoenix area, as well as military stuff. The department is keeping track of that to the point to where they can go to those locations.

Mayor Mueller stated that council needs to be made aware of at some point. He added that not all military installations are accessible for this kind of thing, and when they open, the department needs to get on it. Police Chief Thrasher stated that the department is working with the Army at Fort Huachuca on a Career Skills Program that hopefully can be made into pilot program. Once that is up and running, where the details are worked out for hiring processes, the idea is to then hit the other military bases regarding that program as well.

Council Member Umphrey voiced her excitement at the pottery studio revamp patio and “getting of the diapers” on the windows. She asked when it will be opened. Ms. Wilson stated that it is already open.

Council Member Umphrey stated that she is also excited about the grants that Public Works received for the multi-use paths. She added that she knows some of the people who use that part of BST to commute on their bikes to Fort Huachuca and they are going to be happy to see that come. Lastly, she stated that she was impressed with Ms. Hector's work on the ads, the numbers displayed by numbers that highlighted how awesome the city is.

#### D. Report on Recent Trips, Meetings and Future Meetings

Mayor Mueller announced that on Wednesday, September 22, 2021 at noon will be the first time that Sierra Vista Council is going to get together with the other cities for a luncheon, where everybody has an opportunity to stand up and introduce themselves and talk about what is going on. He explained that since this first time that they have been able to do this, they will probably discuss future meetings, whether they are going to be quarterly, monthly, etc. He further explained that the meetings take place at different cities and noted that these meetings help during legislative sessions, especially if there are issues that are common to all cities. This way they can more effectively approach the legislators or invite the legislators to attend one of the meetings to hold discussions. This is a good discussion group, and it provides the ability to meet the other city council members and mayors.

Mayor Pro Tem Gray stated that she is attending the Realtors Association Meeting hosted by ACA to discuss efforts on broadband in the area. She added that the redistricting committee held its first meeting on the district lines for the county last week. They are working on the drawing of the boundary lines, and they will be working on the college, the justice of the peace districts and the supervisor districts. The meeting was informational on what they plan to do, Open Meeting Law review, and then they will move forward. The next meeting is on October 2, 2021.

Council Member Benning reported that the Parks and Recreation Commission met on September 7, 2021 and the commission will now be meeting on the first Tuesday of the month. He announced that on October 16, 2021, everyone will meet at Summit Park to do clean up at 9:00 a.m., and everybody is welcomed to paint sidewalks, basketball courts and equipment.



Council Member Rodriguez – Be Healthy SV Town Hall

Council Member Rodriguez stated that he recently attended the Be Healthy Sierra Vista Town Hall put on by the U of A South, where there was discussion on a lot of different topics, anything that provides a healthy city whether it is eating and exercising, but also, getting a good healthy wave. The next one is on September 29, 2021 at 5:00 p.m. at in the Discovery Garden Pavilion at U of A South. He announced that the Take your Business Online Breakfast is on September 22, 2021 at Cochise College at 7:00 a.m. for any local businesses that are interested in getting their business online and competing with those businesses that do online business.

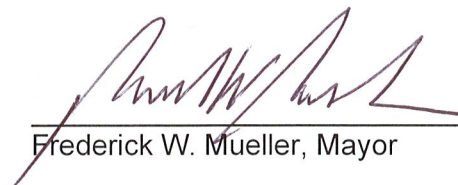
E. Future Discussion Items and Council Requests

Ms. Yarbrough stated that Mayor Pro Tem Gray's request to share the Short-range Transportation Plan is planned for the October 26, 2021 work session.

Council Member Benning asked about the Youth Commission because Council Member Rodriguez asked about taking a representative from the Youth Commission to a League of Cities Conference to represent the youth of the city, and to learn that way through the conference. Mayor Mueller stated that in the past, when the city had a Youth Commission, the commissioners would be invited. He added that council needs to get together to re-establish and reorganized the commission.

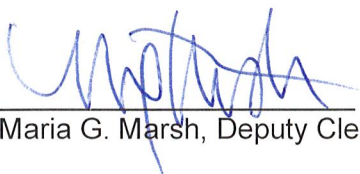
3. Adjourn

Mayor Mueller adjourned the City Council Work Session at 4:07 p.m.

  
Frederick W. Mueller, Mayor

Minutes prepared by:

Attest:

  
Maria G. Marsh, Deputy Clerk

  
Jill Adams, City Clerk