

Sierra Vista City Council
Work Session Minutes
January 11, 2022

1. Call to Order

Mayor Mueller called the December 7, 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
Jon Kosmider, Deputy Police Chief
Don Foster, Fire Marshal
Sharon Flissar, Public Works Director
Tony Boone, Economic Development Manager
Dianna Cameron, Management Analyst
Judy Hector, Communications and Marketing Manager
Jill Adams, City Clerk

2. Presentation and Discussion:

- a. January 13, 2022 Council Meeting Agenda Items ([agenda attached](#))

Mayor Mueller stated that the Council Meeting for Thursday, January 13, 2022, starts at 5:00 p.m. with the call to order, roll call, invocation, pledge, and the acceptance of the agenda.

In response to Mayor Mueller, Mr. Potucek stated that the City received the November sales tax figures, and they were up over nine percent as were the previous two months. The sales tax revenues are still looking very healthy, going into the holiday season and that is a positive thing. He added that there is a JPA Board Meeting on Thursday, January 13, 2022 in the morning; therefore, he will report on that at the Council Meeting.

Mayor Mueller asked Mr. Potucek to explain the December/January sale tax revenues. Mr. Potucek stated that the numbers look good, and there is not really a big dip. If the City has a big dip, it will be in February/March. Usually, the second half of the fiscal year runs a little better, and then kind of tails off getting towards spring and summer. Currently, it is up over 10 percent for the year; therefore, the City is looking very strong.

Mr. Potucek added that the primary discussion item at the JPA Board Meeting is the increase for four dispatchers that the Board has already voted to support, but there are no fixed amounts yet. The budget staff is working on a recommendation because he needs to know how that is going to impact the overall SEACOM budget before he can support a number.

Mayor Mueller noted that a raise is important so that they can retain employees. Mr. Potucek stated that he is correct, and it will have an impact on the SEACOM budget. He also stated that on the Council Meeting Agenda for January 13, 2022, there will be an item of interest added regarding the payment of the City's bonds, as well as a proclamation declaring January 17, 2022 as Martin Luther

King, Jr. Day.

Council Member Johnson stated that he received an email indicating that the Berean Academy will not be doing the pledge at the January 13, 2022 Council Meeting. Mayor Mueller stated that he is correct and explained that they have an issue with COVID in the school.

Mr. Potucek stated that he would be remiss if he did not mention that the Omicron mutation of the virus is hitting the community hard, and it is the same for staff as well as his older son. The city is currently dealing with this in several departments.

Mayor Mueller noted that Personnel put another set of guidelines out internal to the City. The City appears to be on top of things, which is always a good thing.

Mayor Mueller stated that the City will be doing a certificate for the local NAACP for Martin Luther King Day. They have decided that they are not going to be doing the march on Monday, January 17, 2022; however, they still are recommending that everybody participates in the day of service with their organization, especially on January 15, 2022 in the clean up along Martin Luther King Boulevard.

Item 2.1 Discussion and Possible Action of the Regular City Council Meeting Minutes of December 9, 2021 – There was no discussion.

Item 2.2 Discussion and Possible Action of the Special City Council Meeting Minutes of December 16, 2021 – There was no discussion.

Item 2.3 Discussion and Possible Action of Resolution 2022-001, Reappointment of John Moreno to the Parks and Recreation Commission, said term to expire December 31, 2023 – Council Member Benning stated that he is glad to have Mr. Moreno coming back because the Commission now has a full membership.

Item 2.4 Discussion and Possible Action of Resolution 2022-002, Utility Easement for Sulphur Springs Electric at the new Emergency Medical Services Station within Tompkins Park – Ms. Flissar stated that this is a standard utility easement and displayed a map. In relation to the EMS substation, it is a 20-foot easement to provide electrical service to the building. The City will maintain what is called prior rights, for whatever reason the City were to do improvements in the future, then SSVEC would be required to move the lines at their cost.

New Business

Item 3 Discussion and Possible Action of Ordinance 2022-001, Amendments to Chapter 30 of the City Code of Ordinances – Ms. Adams stated that the update to the Council Policy and Procedure Manual was done last fall and a revision and update of the Code of Ordinance Chapter that relates to City Council. This is the final reading, and it has been approved as a resolution. Staff has waited more than the 30-days for public comment, of which none was received. If approved on Thursday, January 13, 2022, the amendments that Council approved at their November 18, 2021 meeting will be set into code 30-days following the passage. The primary changes were to update the language so that it reflects current policy and procedures as it relates to meetings, notices, etc. Eliminated was the ban on smoking at Council meetings because that is in State Law and does not need to be in the Code and the penalties attached. Some of the language in the appointment for Mayor Pro Tem was changed going forward to make it a Council resolution approval. Lastly, the amendments are exactly to what Council approved on November 18, 2021.

Item 4 Discussion and Possible Action of Resolution 2022-003, Arizona State Parks and Trails Land and Water Conservation Fund (LWCF) Grant Acceptance and Support – Ms. Flissar stated Irene Zuniga, the City's Capital Improvements and Development Manager, will be presenting this item to Council on Thursday, January 13, 2022. A couple months ago, she had presented an item to Council asking for Council's approval to apply for this grant, and great news – the City got it. This

grant is for various upgrades to the new Veterans Memorial Park Sports Complex and the adjacent City well site. There is a list of proposed improvements, and approximately the first half are related to the existing well site at Veterans Memorial Park. There are also various irrigation improvements, and field improvements at the new Veterans Memorial Park Sports Complex. The estimated project cost is \$3,000,000 with about \$1.5 million grant funded through the State Parks Grant. The City's share is \$1.5 million, a 50/50. The City also has \$90,000 surcharge, a six percent surcharge on the project.

A map was displayed depicting the different existing improvements, layout, and the areas that have little projects planned.

Mayor Mueller asked Mr. Potucek is the City's matching funds comes out of this year's budget. Mr. Potucek stated that it is already budgeted, and stated that in the fall, Council approved the Parks Plan for Sierra Vista over the next 10 years as well as in Council's Strategic Plan that had a price tag of about \$40 million associated with it, but currently seen with this is a \$3 million investment towards that goal. Staff is working with Schneider Electric on a Phase II Project that will also chip away at this potential project. Lastly, he stated that this is a good thing, and noted that the City has not received one of these grants for a long time, a significant grant award from the State.

Council Member Rodriguez stated that thankfully the City has staff that does things like this that are proactive, and they go out for grants. A lot of cities and towns do not have people that do that for them; therefore, he really appreciates this as it is good to see one come back approved.

b. Report on Recent Trips, Meetings and Future Meetings

In response to Mayor Mueller, Ms. Yarbrough stated that the Executive Reports is coming up as a regular item and then the midyear budget review that scheduled for the second work session in February.

Mr. Potucek announced that Mayor/Managers lunch next week in Douglas.

Mayor Pro Tem Gray asked if Council will be looking at possible adjustments for compensation during the midyear budget review. Mayor Mueller stated that Council needs to have that conversation before the mid-year review. He suggested that she meet with the Assistant City Manager before then.

Mayor Pro Tem Gray stated that Council talked about doing a mid-year adjustment for the City Manager, and potentially looking at that to go to market with employees. Mr. Potucek stated that staff does not yet have the market survey complete for next year's budget. He has currently directed staff to pursue adjustments based on last year's adjustments, which is the four-two. He added that he was not envisioning this happening until next fiscal year, next year's budget. Staff is going to look and see where the City is at with the market and make any other adjustments from that point, but he does not think that they will be looking at making a midstream adjustment now until the numbers are better known.

Mayor Mueller stated that the Council then only need to meet and talk about the City Manager's compensation. Mayor Pro Tem Gray stated that she is waiting on HR to get that information to her.

c. Future Discussion Items and Council Requests

Council Member Johnson stated that he prepared a statement that he read as a Council request:

This past year our City was held hostage by someone who had his own interests as his only priority. I am speaking of the seated non-licensed Justice of the Peace of JP 5, who is running for reelection this year. A precedent has now been set by paying 47 percent of all expenses for JP 5, giving up all fines which would normally come back to our municipality, and plus, an annual bonus of \$52,500,


which by the way is just for doing his job, which could be increased if he decided he wanted another raise. My new proposal is that we establish a Municipal Court and place it on the West End. This establishment of a Municipal Court would be a catalyst for redevelopment of this area, with attorneys' offices nearby and a more cosmopolitan vibe than we currently have at the West End. We could do a new build, or we could do a renovation. During our break for the holidays, I did a survey of similar population cities between 40,000 and 50,000 population, and throughout Arizona, as well as other states. The majority of which bit the bullet and provided this essential city service of a Municipal Court. Let's talk about essential services for a moment. Police, fire, emergency medical services, trash, sewer, and maintenance of our infrastructure are all important in maintaining our quality of life. But we spend money on a great number of non-essential things that we call quality of life that in my estimation are nice things to have in do. But our city with \$115 million budget this year should be able to prioritize establishing a Municipal Court going forward into the future. We're sitting up here; we are elected to be policy makers and that is my proposal.

Council Member Rodriguez stated that he would like to reschedule his normal meeting with the City Manager because he wants to talk about midstream adjustment, if possible, this year. He added that there are some circuits that he thinks are needed.

In response to Council Member Benning, Council Member Johnson stated that it is his proposal to place this as a discussion item. Mayor Mueller stated that this will mean that there would have to be a lot of research going forward. Council Member Johnson has a proposal, and Council needs to sit down, as discussed earlier, with the City's management team to look at options. However, he is not ready to set a date until he talks to the City Manager to find out when Council can sit down and lay these things out. He added that it is not going to be an easy nor fun discussion, but it must be an in-depth discussion to be able to make the right decision.


3. Adjourn

Mayor Mueller adjourned the January 11, 2022 work session of the Sierra Vista City Council at 3:18 p.m.



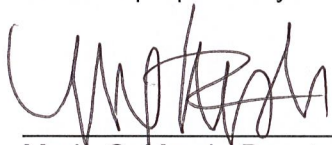
Frederick W. Mueller, Mayor

Attest:



Jill Adams, City Clerk

Minutes prepared by:



Maria G. Marsh, Deputy Clerk