



EXTRAORDINARY SKIES.  
UNCOMMON GROUND.

### CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minute summary of the work session of the City Council of Sierra Vista held on the 23<sup>RD</sup> day of April 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 9<sup>TH</sup> day of May 2024

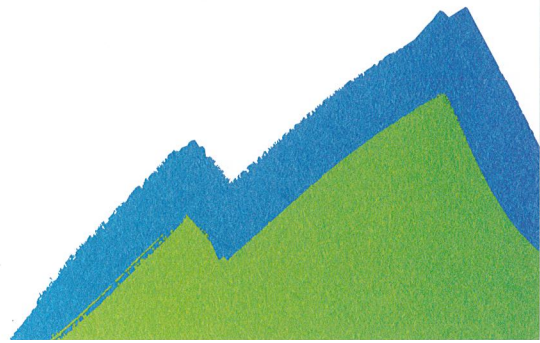
SEAL

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\_\_\_\_\_  
Maria G. Marsh  
Deputy City Clerk

Handwritten signature of Jill Adams in blue ink.

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



Sierra Vista City Council  
Work Session Minutes

April 23, 2024

Mayor McCaa called the April 23, 2024, City Council Work Session to order at 3:00 p.m., Council Chambers, City Hall, 1011 N. Coronado Drive, Sierra Vista, Arizona.

Mayor Clea McCaa – present  
Mayor Pro Tem Carolyn Umphrey – present  
Council Member William Benning – absent  
Council Member Gregory Johnson – present  
Council Member Angelica Landry – present  
Council Member Marta Messmer - present  
Council Member Mark Rodriguez – present

Others Present:

Chuck Potucek, City Manager  
Victoria Yarbrough, Assistant City Manager  
Chris Hiser, Police Chief  
Armin Lewis, Deputy Police Chief  
Lis Chatham, Police Department Commander  
Brian Jones, Fire Chief  
Brad Dever, Deputy Fire Chief  
Sharon Flissar, Public Works Director  
Irene Zuniga, Capital Improvements and Development Manager  
Gabriel Squires, Public Works Internal Operations Manager  
Bryce Kirkpatrick, Civil Engineer II  
Laura Wilson, Leisure, Parks, and Library Director  
John Healy, Sports and Aquatics Supervisor  
Matt McLachlan, Community Development Director  
Jeff Pregler, Planner  
David Felix, Chief Financial Officer  
Jennifer Dillaha, Budget Officer/Management Analyst II  
Abe Rubio, Chief IT Officer  
Adam Curtis, Marketing and Communications Manager  
Elizabeth Wrozek, PIO  
Tony Boone, Economic Development Manager  
Dianna Cameron, Management Analyst  
Lauren Healy, Management Analyst

2. Presentation and Discussion:

A. April 25, 2024 Council Meeting Agenda Items ([agenda attached](#))

Mayor McCaa stated that the agenda starts with the call to order, roll call, invocation led by Allison Cornell, St. Stephen's Episcopal Church, the Pledge of Allegiance led by Council Member Messmer, followed by two proclamations, one declaring April 29 through May 3, 2024 as National Small Business Week in Sierra Vista and the other declaring May 11, 2024 as Letter Carriers Food Drive Day.

In response to Mayor McCaa, Mr. Potucek announced that bids for the State Route 90 Sewer Reroute Project are due on Friday, April 26, 2024 at 10:00 a.m. and the bids for the Greenbrier Road and Four Winds Circle Pavement Replacement Project bids are due on Tuesday, May 7, 2024, which is part of the City's annual street maintenance. He reported that the asphalt patching, crack seal, and liquid road sand seal projects are in progress and the needs assessment for the municipal court contract is out for signature. Lastly, he reported that the Nancy J. Brua Animal Control Center Expansion Project is also underway with an expected completion in September.

Item 2.1 Discussion and Possible Action of the Work Session Meeting Minutes of April 9, 2024 – There was no discussion.

Item 2.2 Discussion and Possible Action of the Special City Council Meeting Minutes of April 11, 2024 – There was no discussion.

Item 2.3 Discussion and Possible Action of the Regular City Council Meeting Minutes of April 11, 2024 – There was no discussion.

Item 2.4 Discussion and Possible Action of Resolution 2024-023, Acceptance of the Resignation of Rachel Gray and Appointment of Paul Cimino to the Planning and Zoning Commission, said term to expire December 31, 2025 – There was no discussion.

Item 2.5 Discussion and Possible Action of Resolution 2024-024, Granting of a Sewer Easement to Church of God – There was no discussion.

#### Public Hearing

Item 3 Discussion and Possible Action of Resolution 2024-025, Surface Water Master Plan and Associated Code Amendments to Section 151.08.005, Surface Drainage and Storm Water Systems, and Declaring a 30-day Comment Period – Mr. Pregler stated that this is a request to consider the updated Surface Water Master Plan and associated Code amendments to Section 151.08.005 of the Development Code. The proposed Surface Water Master Plan is the result of a study conducted by CMG Drainage Engineering in cooperation with the City's Public Works Department. The purpose of the Plan is to guide the planning, construction, location, and function of surface water conveyance systems within Sierra Vista. There have been several changes since the last adoption of the Plan that included significant changes to some of the watercourses, both natural and manmade, the channelization, roadway culvert modifications, enlargement of detention basins in Fort Huachuca, and channel entrenchment. These changes warranted the need for the updated Plan.

The Surface Water Plan is necessary because development increases the amount of impervious surface within a watershed. An example of increased impervious surface is the paving of some of parking lots. The impervious surfaces can cause more stormwater to run off from a developed site if the tension is not provided. Stormwater leaving a developed site is generally concentrated because of the impervious surface. Once run off has been concentrated, its impact on the environment becomes more pronounced. Concentrated flows have higher velocities which increase erosion and sediment transport. However, with proper management as will be provided in the Surface Water Plan, the additional runoff created by development can be beneficial to the downstream ecosystems. The hydrologic modelling results in the Plan have been used by the City for FEMA floodplain mapping, designing public infrastructure, and land

development projects since 2016. The new Plan will be used for any future revisions to the effective FEMA floodplain maps and for design of private or public infrastructure within the wash environments.

In addition to the Surface Water Master Plan, the Council will be considering Development Code amendments to Section 151.08.005. These proposed changes reflect the updates in the Master Plan so that both documents have consistent rules and regulations. These items were considered by the Planning Zoning Commission on April 16, 2024 and the Commission did vote unanimously to recommend approval to City Council. One member from the public did have some questions and comments regarding the Surface Water Master Plan, which staff did address. However, he was supportive of the document.

This is a request for a 30-day public comment period. Further comments that are received during this time can be included in the document as necessary.

In closing, Mr. Pregler introduced Bryce Kirkpatrick and Irene Zuniga from the Engineering Department to answer questions.

Council Member Landry commented that the Plan is quite the document and there are some things in there that she imagines a person could spend a whole day going over and discussing a lot of this stuff. She added that she learned about the concrete pieces that are put into some of these areas, its purpose, and the significance of the drainage problems, runoff problems, etc. She then encouraged the public to start reviewing the Plan as soon as it is posted and voiced her appreciation at the charts of the different washes in town.

Mayor Pro Tem Umphrey stated that it was a good Planning and Zoning Meeting and thanked the public for attending as well as Mr. Kirkpatrick, who was present to answer questions.

Council Member Rodriguez stated that if more broken concrete is needed, there are still broken concrete pieces off Wilcox and Seventh Street on State Land.

Mayor McCaa also stated that the Planning and Zoning Meeting was good.

Item 4 Discussion and Possible Action of Resolution 2024-026, Intergovernmental Agreement with Cochise County for Election Supplies and Services – Ms. Adams stated that as in past years, it is again the intention of the City to partner with the Cochise County Elections Department and the Cochise County Recorder for election services. This is done through an intergovernmental agreement pursuant to State Statute and have for many years that has been an excellent relationship between the City and the County. They basically do all the nuts-and-bolts, Election Day processing and ballots, run the vote centers, and do all the tallying - the hard work.

The current standing of registered voters is 31,224 and as it currently stands, it is \$0.75 a piece, \$23,500. Therefore, the City Clerk's budget for 25,000 will be blown on the election because the City will pay by the voter. The City has some additional cost for the election this year for a voter information pamphlet for the General Plan question. This agreement will take care of all the other business of Election Day and if approved, will be sent back to the County for them to do the same and the City and Council will be partners once again.

Item 5 Discussion and Possible Action of Resolution 2024-027, Accepting Operation Stone Garden Grant 23-AZDOHS-OPSG-230416-01 in the amount of \$111,763.00 for Overtime and

Mileage Reimbursement – Police Chief Hiser stated that with this resolution, he is seeking approval of accepting the next iteration of Operation Stone Garden grant funds from the Arizona Department of Homeland Security in the amount of \$111,763 for overtime reimbursement as well as mileage which covers the wear and tear on the Police Department's vehicles that are used. This also includes the employee related expenses and the Public Safety Personnel Retirement contribution.

Now more than ever this grant has become more closely connected to the community's safety because of the smuggling situation that the Department addresses as well as the fail to yields and load vehicles.

Police Chief Hiser stated that a couple iterations ago on the Council Executive Report, he included data on pursuits and the Department had a record number of pursuits last year. One number that is starting to go down is the number of fail to yield and the requests for assistance by other agencies coming into Sierra Vista. He attributes some of that to proactive details South of the of City that are done in conjunction with the Sheriff's Office and Operation Safe Streets. By doing this the Department is safely stopping these vehicles in rural areas, lot less traffic congestion, safer areas before they get into the City, and they are using Stone Garden grant money to fund overtime to be involved in those, which has a direct impact on community safety in Sierra Vista.

Council Member Rodriguez asked about the number of grapplers that are in. Police Chief Hiser stated that the Department has eight grapplers and one of those is on his vehicle, but he is giving his Tahoe to patrol that will be striped. He will getting a non-pursuit vehicle, but he will need to deal with the short order on Tahoes. The Department has done the training with the company and the Department is in the process of writing a new policy so that they can be deployed, but they are currently out on the streets. However, they will not be used until there is a policy in place. The next step in this is to get the company to train the trainer so that the Department has an in-house trainer who can provide the training and evaluate the effectiveness of these grapplers in pursuits and to expand it with some more DEMA funds in future grants to put them on more vehicles.

B. FY 2024-2025 Budget: Personnel, Capital, and O&M ([presentation](#))

Ms. Dillaha stated that she will be providing a review of the progress made with O&M, capital, and personnel and presented a slide showing an overview of the General Fund, \$192,606. She noted that the current number is subject to change moving toward the end of the process and asked Council to keep in mind that this is with old allocations that will be updated as well as the old PSPRS overtime that still needs to be calculated. Therefore, the \$192,606 figure will decrease.

A slide was shown of the O&M numbers for all funds that will change as staff works through the special revenue and the enterprise funds. Currently the FY25 O&M request is \$31 million which is a \$241,000 difference from last year. The departments have been working hard to keep their O&M request level to last year.

Council Member Mesmer presented two proposals by the Arts, Humanities, and Cultural Diversity Commission. The first is for \$500 for a Spring Roll Off in May and hopefully in conjunction with something that the City is already doing. She explained that May is Pacific Islander Month, and the idea is to get restaurants to donate or the City to purchase different egg rolls. She noted that each culture has a different egg roll. The second request is for \$1,000 for a

chalk art festival in conjunction with the West Fest. They would like to bring in a chalk artist to help boost that section of the event.

In response to Mayor McCaa and Council Member Johnson, Council Member Messmer stated that the plan is to have the chalk art festival in conjunction with the West Fest and the request for \$1,000 is to be able to bring in a professional chalk artist.

Rebecca Dailous explained that the chalk art festival does not necessarily have to be part of the West Fest. It can be a separate event. Chalk art festivals are done all over the country and they are usually city sponsored at a large space. In the proposal, the Commission suggested potentially using the beautiful sidewalks in the City Hall complex to have the event. Squares are taped off and people either register or come to the event and they get a square and some chalk, included in the \$1,000 request as well as other costs. She added that this could easily be a standalone event that could be smaller or larger depending on what the Council would like to do.

Mayor Pro Tem Umphrey stated that she has seen it done before at the Capitol in Phoenix, and they need permits to do it, but she does not know how long it lasts. She suggested not holding the event during the rainy season and asked if the art would be out for the public to appreciate after it was done. Ms. Dailous stated that it could be something that people peruse, walk, and look at because there will be many squares. There will also be some competition, best of the youth, best of adult and maybe a people's choice where people can vote for their favorite square of art. There is usually a theme and that is something that the Commission is open to, something Sierra Vista, show your love for Sierra Vista, or hummingbirds. This event would bring the whole community together because it is an all-ages event. Plus, professional artists can even come and have an opportunity to show off what they can do. Lastly, she stated that part of the \$1,000 is to hire at least one professional chalk artist to demonstrate for everybody what it is like.

Council Member Rodriguez asked about the Commission's thoughts about preserving the chalk art as much as possible. Ms. Dailous stated that professional chalk artists come with their own chalk because it is not the typical chalk that the children or anybody else would be provided.

Mayor McCaa asked about foot traffic as a standalone event rather than incorporating into the West Fest. Ms. Dailous stated that it would do well because they do well all over the place. If the event is done right, there is still space for people to walk around and peruse. Some people may not even want to participate. Also, depending on what can be afforded there could be food trucks, maybe some music.

In response to Mayor McCaa, Mayor Pro Tem Umphrey stated that it is a small ask to add to the budget.

Mayor McCaa stated that the chalk art could be merged with the West Fest since there is already chalk art there. Council Member Rodriguez stated that they are great events, Fort Huachuca held one in conjunction with their sexual awareness prevention month. The artists were soldiers and people that work on Fort Huachuca who did a really good job. He asked where the event would be held to have the most attendees and people to be able to see it, somewhere that it is accessible and walkable. He suggested a professional photo be taken of the art to preserve it longer.

Mayor McCaa asked about the egg and spring roll event. Council Member Messmer stated that

it would probably be a standalone event, but the Commission has not yet decided. If approved, the Commission would work with the Library and cultural diversity part of the City to figure out how to tie this in with something that is already being done for Pacific Islander Month, which would be educational because people would also learn about the different ethnic backgrounds within the Pacific Islanders' culture and egg rolls.

Council Member Rodriguez stated that he is aware that the Commission has talked about this for a while. It started with foods that can be eaten with one's hands to rolls and bringing the awareness.

Council Landry stated that she likes the idea of the roll into spring and to have a cultural diversity event such as the ones that she has heard about that took place years ago. She noted that Fort Huachuca does something for each month and it would be great if the City could do something as well to bring things together and have people learn about the different types of food and stuff. She further noted that the Library has the herb of the month where people can learn about it and how to use it.

Council Member Messmer stated that this is what the Commission is hoping to do, to add to what library or the cultures department are already doing.

In response to Mayor McCaa, a consensus was given to proceed with the budgeting of the events.

Ms. Dillaha stated that staff is still working on the personnel numbers, \$1,264,080. The Fiscal Year 25 request number includes a two percent increase for full time and part time employees starting in July 2024. The increase for full time salaries itself is about \$450,000, but that does not include burdening, part time, or overtime.

Council Member Johnson stated that the current US inflation rate is 3.48 percent, 4.98 percent last year, and he wonders if the City will be able to stay competitive with its employees if a two percent step is only given. Mr. Potucek stated that the answer is no, but the City is at a situation where the budget is tightening up dramatically. Data is showing that the Valley cities will continue with higher raise rates than the two percent that the City is doing. The City is striving to reach 100 percent of market and is starting to fall behind into the 95 percent to 100 percent range by doing this. If the City continues to only do the two percent, then that will probably continue to slip towards that 95 percent range. This is not in all jobs but in a few job classifications. The issue is where the money will come from if the City does more because then the City will be building that into the base and the answer to that would be cutting back on capital items.

Council Member Johnson voiced his concerns about taking another step backwards again instead of being aggressive and maybe cutting back on some of the capital items because the City's employees are the most valuable asset. The City must stay competitive and if this comes up for a vote, he might amend it. Mr. Potucek stated that things are tight. The City is already looking at sewer and refuse rate increases and it is unknown as to what is going to happen in the legislature with regards to some of the City's revenue sources. Therefore, staff is trying to be prudent, but for the most part hiring has improved greatly across most areas of the City. Technical professional is still an area of concern with regards to the wages. Lastly, he stated that he looks forward on these things when building in raises because they are very important, but they also add to the base budget and at some point, Council may be sailing towards a sales tax increase within the next year or two and nobody likes to do that either.

A slide was shown of the new personnel requests that made the list for Fiscal Year 25:

- Animal Control has requested an ACO assistant, \$49,359, the kennel tech needed for the animal control expansion;
- Marketing and Communications has requested a graphic designer that will be made up from a combination of two-part time employees, \$60,645, one that is retiring and one that is going to reduce hours;
- Public Works anticipates an increase in blue stakes for next year and a half to two years; therefore, they are requesting an additional wastewater worker, \$50,656; and
- Transit's current workload is causing drivers to stay over and are requesting a transit driver, \$49,986, but if the routing study shows that less drivers are needed, then they will trade out in the future this position.

A slide was displayed of the requested reclassifications by the departments. Human Resources conducted a study and came back to show that these increases are needed due to job responsibilities:

- City Clerk, an administrative secretary to a department specialist, \$9,087; and
- Transit, a part time increase to full time pay, \$2,228.

Every year Human Resources takes 1/3 of all positions to do comparisons with the rest of the cities. This year all public safety positions were sent out and from that list Human Resources is recommending reclassifications for three fire battalion chiefs, \$31,595, the total difference for all three of those positions, not for each position; nine fire captains, \$35,230; 34 fire paramedic add-pay, \$71,821; City Clerk, \$9,283; and two civil engineers, \$16,327.

A slide was shown of the Fiscal Year 25 General Fund Capital List. Ms. Dillaha outlined the following Strategic Plan items:

- Animal Control expansion, a carryover from this year, \$2,050,000;
- CitizenServe Software for Community Development, \$150,000;
- Fire Station II bay door, \$75,000, and parking lot expansion, \$397,000, both related to last year's purchase;
- Three ambulances, two from previous fiscal year and one from this year, \$1,074,419, however, they are scheduled to be delivered June 15, 2024 and they must be in hand by June 30, 2024 to be considered this fiscal year. Therefore, they are on carryover just in case because of that two-week wiggle room.
- VMP retractable movie screen, \$35,500, and Len Roberts' playground replacement, \$150,000; and
- Shade structures, \$44,000, and tot turf replacement, \$55,000, both in conjunction with the playground.

Council Member Johnson asked about the parking lot expansion, the purchase of the property next door to Fire Station II. Ms. Dillaha stated that the property was purchased this year. The plan is to modify the north bay door so that the ladder truck can come through this way and the parking lot will be extended out consequently, redoing the fencing, and moving the gate.

The Fiscal Year 25 HURF Capital list includes the BST extension, \$2,000,000, a carryover from this year. Construction plans are anticipated to be finalized in the next few weeks which is being paid from the one-time offset from the State Shared income tax revenue for Fiscal Year 24. Of the Fry/North Garden Construction carry over of \$4.5 million, \$2 million of that was dedicated from the Fiscal Year 23 fund balance, and the \$2.5 million is allocated this year. However, if the City were to receive the RASIE Grant, then a prioritized list of projects will be determined and



then that will be reallocated towards that. The MLK reconstruction design, \$1,201,267 is about 95 percent complete. The BST reconstruction phase one, \$4,023,000, the appropriation has been awarded. Theater Drive carryover, \$1,800,000, has the design is underway and about 30 percent complete. The West End Improvement Raise Grant, \$20,258,827, will be reapplied for this year.

Staff is still working through Fiscal Year 25's request, but some of the LTAF capital carryover items are the design for the BST Connectivity Program, \$987,565, that is about 30 percent complete; State Route 92, \$682,573, is about 95 percent complete on the design and pending advertisement; The bid for the pedestrian walkway connection, \$50,000, has been awarded; the Connectivity and Safety Project, \$2,500,000, the design scope of work has been awarded; and the Transit Master Plan's, \$200,000, specs are still being developed. All capital items for LTAF are 80 percent grant funded, 20 percent City match.

The Sewer Enterprise Fund capital list for Fiscal Year 25 is going to change. Staff is still going through spreadsheets, but incorporated is the carryover for the SR90 Lawley construction, \$727,000. The bids for the project will be opening on April 26, 2024.

Mayor Pro Tem Umphrey asked about the bus shelter enhancements to the Walmart pad. Ms. Flissar stated that the bus stop at Walmart is heavily utilized and one of the busiest bus stops in the City. This stop has been under capacity for some time. Therefore, the City would be looking at increasing the capacity of that bus stop. The shelters are always full and there are concrete cracking problems potentially creating tripping hazards. This stop would be overhauled and some of the other stops need some TLC as well.

The Fiscal Year 25 Refuse Capital list was displayed. Ms. Dillaha stated that a new vehicle would cost about \$325,000. Therefore, staff has assessed that the body of SV2144 is too damaged, but the chassis is in great shape. They can do a conversion for \$125,000 and still have a great vehicle. The refuse camera and tracking system is currently not suitable for servicing the citizens; therefore, a request for \$30,055 for a new one has been submitted. There is also a request for \$40,000 to purchase and install a new packer for a side loader because it is showing major signs of deterioration.

Council Member Rodriguez asked about the camera tracking system. Ms. Flissar stated that one of the most frequent complaints/concerns that staff hears about from members of the public is missing their garbage pickup, but this system is a way that the department must confirm what time the driver went by and if the can was out. Staff has also used it in cases where there is a claim that the driver hit something. The issue with the current camera and tracking system is that there is sometimes a delay of several days before we videos may be retrieved. There have also been other issues with the system not delivering the information that is needed.

Council Member Johnson asked about the number of trucks that are out on the road on trash day and if the expenditure of \$30,000 for the camera and tracking system would cover all those vehicles. Ms. Flissar stated that on an ideal day it is seven or eight. On less ideal days it can be five or six and the expenditure would cover all the vehicles.

The Fiscal Year 25 Airport Capital list displayed the feasibility study, \$300,000, which is underway. The next step would be the spaceport license, \$700,000; the automatic weather observation station, \$500,000 that has been requested for multiple years by the pilots; the Airport Master Plan, \$508,000, a carryover still being worked on. The expected carrier amount is actually less than the \$508,000; the Airport Utility installation, \$7,800,000, the DCIP Grant for

the sewer line; and the reconstruction project near the self-serve fuel area, \$150,000, which is due to the deterioration of the pavement that needs reconstruction.

The Fiscal Year 25 Capital Improvements Fund list displayed that included are the Fab/Fry redevelopment carryover, \$120,000; the public sewer main line extension for the OYCC to DP, \$500,000, grant match; the Roadrunner Park carryover, \$173,882, and the Roadrunner Park Construction, \$1,000,000, a onetime offset from State Income tax revenue that will be received in Fiscal Year 25.

Mayor McCaa asked if the Space Port license or \$700,000 a recurring fee. Mr. Potucek stated that it is a onetime fee. Mr. Boone stated that it is a onetime fee to go through the full process, but into the future to maintain the license, it is every five years. However, he does not know what the re-up in between is. A good chunk of that will be tied to the environmental because they City must go through the entire NEPA process for the area. The feasibility study will frame that out and the \$700,000 is a placeholder at this point and is one of the deliverables for the feasibility study.

Council Member Johnson asked if Black Star would take care of maintaining the license every five years. Mr. Boone stated that the City owns that portion of the fee, but that does not mean that the City cannot roll that into the usage over the lease. The expectation is those that would be using it would be paying for it into the future. Mr. Potucek added that it is not just a piece of paper, but a piece of infrastructure that is necessary to bring businesses like this to the airport. Therefore, reupping it would be like a maintenance cost that the City would incur by doing that, but without the license, there is no Black Star.

In response to Mayor Pro Tem Umphrey, Ms. Dillaha stated that the special project is a placeholder from the Fiscal Year 23 fund balance. Mr. Potucek added that this is the million that the Council voted on from the \$5.8 million fund balance. A million of it was set aside into the Capital Improvement Fund, but no specific project has been called out against it yet.

In response to Council Member Rodriguez, Mr. Potucek stated that \$1,000,000 was set aside to start the Roadrunner Park construction and it is from last year's fund balance.

Ms. Dillaha stated that plans and specs were approved for the new fire hydrants, \$162,575, but the water design report is pending approval. Once Liberty Water approves it, it will go to ADEQ for permitting. Therefore, this project will be carried over.

The vehicle list for Fiscal Year 25 was displayed that depicted three Crown Vics being taken out of the City Hall rotation and being replaced with one Equinox, \$45,000; the Fire Department's new pumper truck, \$1,200,000, that will be financed if needed; one truck, \$75,000, for Parks; and five new Tahoes, \$105,000 each, for the Police Department is requesting.

Council Member Johnson asked if the City is leasing some of the Tahoes. Ms. Dillaha stated that the City has been able to pay it out right, but only if they are in stock. Mr. Potucek added that the City has the option to finance, but it is preferred to cash out. However, if there is a need to free up cash, then they would be financed. He further added that there are currently issues with ordering Tahoes and the same goes with the pumper truck. The City is looking at long lead times for purchase, but staff is also looking at potential changes to the police fleet, i.e., pickups like the ones that DPS is using.

Next steps in the process:

- Department budget meetings ongoing;
- Balance the remaining funds; and
- Complete Tentative Budget Book by Memorial Day.

Upcoming budget meetings:

- May 9, 2024, balanced budget;
- May 24, 2024, Tentative Budget Book due to Council;
- June 3 – 6, 2024, one-on-one Council Meetings;
- June 10 – 12, 2024, Special Budget Work Sessions;
- June 27, 2024 – Tentative Budget adoption;
- July 25, 2024 – Public hearing on property Tax Levy/final budget adoption; and
- August 8, 2024, tax levy adoption.

C. Report on Recent Trips, Meetings and Future Meetings

Council Member Landry announced that the next Transportation Commission Meeting will be on Wednesday, May 1, 2024 at 3:30 p.m. at City Hall in the second-floor conference room.

Council Member Johnson announced that the Environmental Stewardship Commission will be meeting on Wednesday, May 22, 2024 at City Hall in the second-floor conference room.

Council Member Messmer announced that the Tourism Commission will meet on May 6, 2024 at 1:00 p.m. at the Oscar Yrun Community Center and the Arts, Humanities and Cultural Diversity Commission will meet on May 8, 2024 at 4:30 p.m. also at the Oscar Yrun Community Center.

D. Future Discussion Items and Council Requests

In response to Mayor McCaa, Ms. Yarbrough stated that all that she is tracking is getting ready to present the balanced budget on May 9, 2024. Mr. Potucek added that the SEACOM Director will be present for the SEACOM recommended budget that will end up being included in the City's as well. The director is doing the same presentation for the Board of Supervisors and the JPA Board will be voting on the recommended budget on May 1, 2024 prior to Council's meeting.

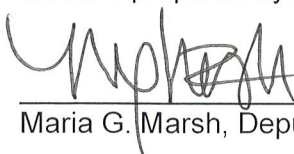
3. Adjourn

Mayor McCaa adjourned the April 23, 2024 work session of the Sierra Vista City Council at 3:49 p.m.



Clea McCaa II, Mayor

Minutes prepared by:



Maria G. Marsh, Deputy Clerk

Attest:



Jill Adams, City Clerk

A recording of the Council Meeting is available at:

[https://www.youtube.com/channel/UC8PtUplbkQsixlhSy-jeR\\_Q/videos](https://www.youtube.com/channel/UC8PtUplbkQsixlhSy-jeR_Q/videos)