

Sierra Vista City Council  
Work Session Minutes  
October 22, 2024

1. Mayor McCaa called the October 22, 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 – present  
Council Member Gregory Johnson – absent  
Council Member Angelica Landry – present  
Council Member Marta Messmer - present  
Council Member Mark Rodriguez – present

Others Present:

Victoria Yarbrough, Assistant City Manager  
Chris Hiser, Police Chief  
Brian Jones, Fire Chief  
Nathan Williams, City Attorney  
Laura Wilson, Leisure, Parks, and Library Director  
Sharon Flissar, Public Works Director  
Gabriel Squired, Public Works Internal Operations Manager  
Matt McLachlan, Community Development Director  
David Felix, Chief Financial Officer  
Kennie Downing, Chief Procurement Officer  
Tony Boone, Economic Development Manager  
Lauren Healy, Management Analyst  
Adam Curtis, Marketing and Communications Manager

2. Presentation and Discussion:

- A. October 24, 2024 Council Meeting Agenda Items ([agenda attached](#))

Mayor McCaa stated that the agenda starts with the call to order, roll call, invocation led by Council Member Messmer, and the Pledge of Allegiance led by Council Member Landry followed by a proclamation declaring the week of October 27 through November 2, 2024 as Veterans Small Business Week, and the Economic Development Commission award for the Veteran-Owned Business of the Year to Urban Axe Yard.

In response to Mayor McCaa, Ms. Yarbrough reported that the bids for the MLK reconstruction from Avenida Escuela to State Route 90 open on October 28, 2024, and staff is looking forward to that getting underway. The bids for the on-call demolition services which includes Kings Court closed on October 17, 2024; therefore, the Procurement Department is reviewing those, and it is hoped to get that awarded and underway quickly. Lastly, the bid for the Pedestrian Walkway Connection Project, which is construction of a shared use path, ADA ramp, sidewalk, and driveway in the Carmichael, Timothy Lane, Judd Neighborhood was awarded to KE&G, and they are scheduling work at the end of October (one of the FDA-funded projects).

Item 2.1 Discussion and Possible Action of the Work Session Meeting Minutes of October 8, 2024 – There was no discussion.

Item 2.2 Discussion and Possible Action of the Regular City Council Meeting Minutes of October 10, 2024 – There was no discussion.

Item 2.3 Discussion and Possible Action of the Special City Council Meeting Minutes of October 15, 2024 – There was no discussion.

Public Hearing Item 3 Discussion and Possible Action of Resolution 2024–074, Amendment to Chapter 31: City Manager, City Code and Declaring a 30-Day Public Record – Ms. Yarbrough stated that staff will frequently find chapters in the City Code that need updating because they are outdated. Chapter 31, City Manager Section, needed significant updates because there were some things that were outdated. There are three sections that are being proposed for updates:

§31.06, Absence or Disability; Acting City Manager, establishes a hierarchy of first the Assistant City Manager then the director of Administrative Services, which has not existed for ten years and is the Assistant City Manager, and then the Chief of Police.

In practice, Mr. Potucek has always asked Ms. Yarbrough, Assistant City Manager, to be in charge when he is not available, and if both are gone, traditionally he has asked Police Chief Hiser to serve in that role. Therefore, the amendment is to remove outdated provisions and continue with current practice.

§31.07, Powers and Duties, Section C is proposed to remove the requirement that appoints the City Clerk, City Physician and Counsel by the City Council. The City Clerk has reported to the City Manager for the past 25 years and the City has never had a City Physician that anyone can remember or find. The City Attorney is appointed by Council as the chief legal advisor and has the primary responsibility for addressing all the City's legal needs and keeping the Council informed of those.

§31.07, Power and Duties, Section H references Arizona Revised Statute § 42-303(d). The City was made aware by a council candidate, Mr. Jones, that the statute no longer exists in State Code. The Statute was made 25 years ago; therefore, staff proposed to remove this section from the Code.

The proposed amendments will be put out for a 30-day public comment.

Council Member Landry expressed her appreciation and remarked that this shows how important it is to look through things periodically to see what needs to be taken out.

Council Members Landry and Rodriguez asked about the City Physician's position. Ms. Yarbrough stated that to the best of her knowledge, the City has never appointed one and it was probably a section that was copied out of a model code and put into the City's Code and never cleaned up.

Mayor Pro Tem Umphrey thanked Mr. Jones for catching the section that does not exist. Ms. Yarbrough stated that the section had not been updated since 1999 and State Code tends to change in 25 years.

Item 4 Discussion and Possible Action of Resolution 2024-075, Intergovernmental Agreement with Sierra Vista Fire and Medical Services and Cochise County Community College District –

Fire Chief Jones stated that the item is a renewal of the intergovernmental agreement between Cochise College, Sierra Vista Fire Medical Services, and the City of Sierra Vista to provide the highest quality fire training. The City provides the facilities for teaching as well as equipment and vehicles if needed, specifically in the Driver Operator Class, a certification that is taught through Cochise College. Cochise College provides all the instruction and there is no fee to the City. The City does not add any PSPRS burden for city employees teaching.

Council Member Rodriguez asked about the next Fire Academy. Fire Chief Jones stated that there is not one planned in the future. The Department currently has two openings, and the College has condensed their Fire One and Two Programs to a semester long, which is beneficial to all agencies in the area. However, once they have enough people within the agency as well as the neighboring agencies, they will schedule an academy.

Mayor McCaa asked if the State had certified the two ambulances that came in. He also asked about their placement in town. Fire Chief Jones stated that the State has come out and they are currently certifying the ambulances. Those ambulances should be on the road as soon as possible and will be stationed at Station Four on BST and 7<sup>th</sup> and Station One on Fry Boulevard.

Item 5 Discussion and Possible Action of Resolution 2024-076, Dedication of Center Event Space at Veterans Memorial Park to Frederick W. (Rick) Mueller II – Ms. Wilson stated that this resolution seeks approval from the Mayor and Council to dedicate the central event space located at Veterans Memorial Park to former Mayor Rick Mueller. Staff would like to officially dedicate this space during the 2024 Veterans' Day activities.

Ms. Wilson read the dedication: Mayor Mueller was a dedicated public servant, decorated veteran, and a beloved leader of the community. His lifetime of service exemplifies the values held dear in Sierra Vista. After he retired from the Army in 1995, he chose Sierra Vista as his permanent home, committing himself to the community he had come to love. He became a strong advocate for the City and was actively involved in civic engagement, attending City Council and Planning and Zoning Commission meetings even before entering public office.

Mayor Mueller's leadership abilities and passion for the community led to his election to the Sierra Vista City Council in 2000. He served diligently for 10 years and in 2010, he was elected as Mayor of Sierra Vista, a role in which he would go on to serve for three consecutive terms, the longest tenure of any mayor in the City's history. Under his leadership, Sierra Vista flourished as a regional hub for commerce, education, healthcare, tourism, and technology.

Mayor Mueller was a tireless advocate for veterans and active-duty military personnel, championing numerous initiatives to support Fort Huachuca and its importance to National Defense. His efforts earned Sierra Vista national recognition from the Association of Defense Communities and firmly established the City as a community committed to the welfare of service members and their families.

Mayor Mueller's impact extended beyond Sierra Vista, serving on the League of Arizona Cities and Towns Executive Board, the Arizona Military Affairs Commission, and as Chairman of the Upper San Pedro Partnership and SEAGO Executive Committee. His unwavering commitment to economic development and military affairs, as well as his advocacy at the state and federal levels, made him a respected leader throughout Arizona and beyond.

Mayor Mueller's dedication to service was also reflected in his extensive involvement with charitable and community organizations. He served as president of the University South

Foundation, the Sierra Vista Rotary Club, the 1200 Club, and was instrumental in the construction of the Salvation Army's Chapel and Community Center. He achieved the rank of Eagle Scout and was a proud member of the Order of the Arrow, always emphasizing the importance of civic duty and community service.

Mayor Mueller sadly passed away on May 29, 2024, but he left an indelible impact on the community along with a legacy of service that continues to inspire. Naming the central area of Veterans Memorial Park as Frederick W. "Rick" Mueller II Parade Field would be a fitting tribute to his lifetime of service and his tireless dedication to Sierra Vista. It would honor not only his military service but also his unparalleled commitment to enhancing the quality of life for all who live and visit the community.

Council Member Benning commented that this is a beautiful idea and noted that Mayor Mueller was always in attendance at any event going on in park. He always lent his hand, love and support. He asked if a plaque would be put up. Ms. Wilson stated that the plan is to have Mayor McCaa say a few words about the dedication during the comment period after the Veterans' Day Parade that would provide time to get the fitting tribute. It would be a stone placard placed somewhere in the center of the park area dedicating that space. There could then be a smaller ceremony for Mayor Mueller to unveil that later. However, this would allow staff to go ahead and get that space dedicated officially during the Veterans' Day Parade, which Mayor Mueller loved more than anything.

Council Member Rodriguez stated that the dedication is well written, and he appreciates that and noted that this provides a good shell/template to do dedications. The dedication is well fitting, and he could see a mural or a statue of Mayor Mueller in the City. Veterans' Day is also the perfect time for the dedication.

In response to Mayor Pro Tem Umphrey, Ms. Wilson stated that Mr. Potucek, City Manager, nominated Mayor Rick Mueller. Mayor Pro Tem Umphrey thanked Ms. Wilson for the write up and added that it is very fitting. However, Mayor Mueller was very humble and would probably cringe if there was a statue of him.

Mayor McCaa thanked Ms. Wilson for her time and effort and noted that the Mueller family will be very appreciative.

Item 6 Discussion and Possible Action of Resolution 2024-077, Dedication of Dog Park located at Hubert Tompkins Park to Canine Bones – Ms. Wilson stated that this resolution seeks the approval from Mayor and Council to acknowledge the dedicated service of retired Sierra Vista Police Department Canine Bones by dedicating the dog park located at Hubert Tompkins Park in his memory.

Ms. Wilson read the dedication: Canine Bones served the Sierra Vista Police Department from 2012 to 2021 and exemplified loyalty, courage, and unwavering commitment to the community. Upon his retirement at age 12, Canine Bones lived out his remaining years with his trusted partner, Sergeant Justin Allyn, until his recent passing. During his distinguished career, Canine Bones worked alongside Sergeant Allyn from 2016 to 2021, deploying his exceptional skills 679 times in narcotic detection and patrol apprehension. Their partnership led to the discovery of 354 drug paraphernalia items, the seizure of 473 pounds of marijuana, over 850 grams of illegal narcotics, and 206 arrests. His contributions greatly enhance public safety and community well-being and in remembering Canine Bones, the City celebrates his legacy of service. Naming the dog park in his honor will provide a lasting tribute to his loyalty and the important role he played

in protecting the City.

Ms. Wilson noted that this nomination was brought forth by the Parks and Recreation Commission Chairman, Wesley Hewitt, with unanimous support.

Mayor McCaa asked if the dedication is for the whole dog park. Ms. Wilson stated that it is whole dog park.

Mayor Pro Tem Umphrey stated that it is a great idea and thanked Mr. Hewitt for his nomination.

Item 7 Discussion and Possible Action of Resolution 2024-078, Authorization to Accept Arizona Governor's Office of Highway Safety Grant Funding (Contract #2025-AL-030) – Police Chief Hiser stated that this resolution requests the approval of the acceptance of the next iteration of grant funding from the Governor's Office of Highway Safety. This grant has been very critical to enable the Department to do overtime details that are directed at impaired driving and aggressive driving. Specific to this next grant cycle, the City has been offered a lot more overtime than last year. Last year, he presented the same grant in the amount of \$20,900. This year the City was awarded \$54,643 for overtime alone. There is also the employee related expense on top of that, which covers the retirement and benefits that comes along with that cost. The reason that the City was offered/earned more money is because the City burnt through this money very quick last year doing a lot of aggressive driving details. This enables the Department to do extra details on overtime, especially behind the ball fields when there are major events. Although, there are now speed humps and speed tables, the Department will continue to monitor the area, and the Department can use this funding to address some of these very specific traffic issues and be involved in the Southeastern Arizona DUI Task Force where deployments are done on major holiday weekends looking for impaired driving. It is all reimbursed overtime. In addition, this grant is going to pay for up to five preliminary breath test devices that are important for doing field testing in investigations and when looking at youth investigations. In closing, he stated that the City is looking to receive \$9,400 to buy an Intoxilizer 9000 device. This grant is worth \$88,099.

Mayor Pro Tem Umphrey stated that she noticed the significant jump from last year and a year prior and it is due to all the hard work that the Police Department has done in enforcing. She thanked the Police Department for a great job.

In response to Council Member Rodriguez, Police Chief Hiser stated that the PBTs go with the officers on the road and the intoxilizer stays in the station.

Council Member Rodriguez voiced his appreciation and noted that the funds were burnt through last time because there are officers that want to do the overtime, and shared that when he has spoken to the officers, some of them have no desire to do overtime, but some do. There has not been a time where the money has not been used. Police Chief Hiser stated that it is becoming very contagious in the Department and the officers are getting more skilled set built up with being drug recognition experts. A lot more officers are getting involved in taking on these details. It is growing and it is great to see this, but for some officers, this is not their forte and they do not sign up for this, and the Department does not force them. The Department moved through the last grant cycle so quickly and the Governor's Office recognized the City's performance and stats for getting impaired drivers off the roadway.

Council Member Rodriguez stated that he appreciates the posting of aggressive driving details because as a council member, he is always approached about speeding in the neighborhoods.

Item 8 Discussion and Possible Action of Resolution 2024-079, Authorization to Approve Settlement Agreement – Mr. Williams stated that every now and then, the City finds itself in the middle of a potential litigation situation. Most of the time it is people trying to come after the City. However, every now and then the City must go after others and that is what this is. At the end of 2022, the City was the victim of some check fraud activity. The City was victimized to the tune of over \$200,000 in fraudulent checks written off City's accounts. After the City caught it, a simple police investigation took place that is still pending. However, the City approached its insurance company, Travelers Casualty Indemnity Company, for reimbursement under the fraud recovery endorsement on the City's policy. However, Travelers initially denied the claim.

The City retained outside counsel to pursue a claim against Travelers for recovery of these amounts. Over the last several months, counsel has been involved in the settlement negotiations and a settlement has been reached in the amount of \$135,000. It is believed that Travelers will not go any higher and that is in recovery against the City's \$200,000 loss. Therefore, approval of this item on Thursday, October 24, 2024, would authorize counsel to finalize that settlement and receive those funds from the insurance company as part of the claim against them.

Council Member Benning asked if the \$135,000 includes the lawyer fees. Mr. Williams stated that it is all inclusive. The City is into about \$4,200 for attorney fees. However, he anticipates when all is said and done that it will be just under \$5,000. The City would receive about \$130,000 net from the settlement.

Council Member Rodriguez stated that it is a frustrating case because \$70,000 is gone that the City could have done a lot of things with. He added that he hopes whoever stole it is going to get what is due to them, if they can be found. They are good at what they do on their end, and he is glad that it was finally caught. It is also frustrating that it took a while to catch it, but he understands that the process must do its thing, and he is glad that the City has a lawyer that can speak legal, the whole fake versus fraud thing, the City is recovering or not, which is very interesting. Lastly, he stated that he never expects for insurance companies to ever give everything back anyway, but this is fair.

Mayor Pro Tem Umphrey stated that it is her understanding that the City has a process in place going forward that will not allow this scenario to take place again. Ms. Yarbrough stated that the theft was caught within about six weeks. The fraud continued through the end of December primarily due to Bank of America's practices in reporting fraudulent checks. Once that they agreed that the checks were deemed fraudulent, they cut it off and that is why some of the checks continued to be drawn on the account past the date that the City reported it. The check reconciliation file is only downloaded once a month from the bank. However, this was the first time that this has ever happened. Therefore, the Finance Division will be reviewing the daily account activity statement to look for any checks that could be fraudulent, i.e., same check numbers, same reappearing amount, etc. The Finance Division is confident that it can catch something like this should it happen again. Although, bad actors are always going to be out there and coming up with new and innovative ways to defraud other people.

#### B. [Seniors Helping Seniors Vision and Services in Cochise County](#)

Cameron Schipul, owner of Southern Arizona Seniors Helping Seniors, voiced his appreciation for the opportunity to share information about himself, the organization, and the goals for Cochise County. Seniors Helping Seniors is a 30-year-old organization that started outside of

Philadelphia mostly with a church and much like a Meals on Wheels for seniors who were not able to travel and lived out in the distance. Over time they became popular, went from a couple 100 individuals to over 1,000; however, the problem was volunteers indicating that they did not have the gas money to go out and drop off food and requests by people to hang out and talk to them, and assistance with things in their home. This became an opportunity in starting a business to hire seniors. Consequently, a lot of the individuals that were receiving services said that they would be happy to pay if they could have someone stay and help with other things other than just delivering meals.

The business grew beyond companion care and meal preparation and into light housekeeping, yard work, maintenance around the house that did not require a permit, transportation to doctor's appointments, and going to grocery stores. It then grew into personal care with shower assistance, education for fall prevention, and theft prevention. Seniors Helping Seniors has classes that take 20 to 30 minutes about signs of hearing loss, electronic caregivers that can be given to those who do not want people to come in their homes, when to stop driving, and things to assist seniors.

The organization has continued to grow across the country. It was brought to Southern Arizona and Cochise County in July 2024 with a goal to support seniors to stay independent in their own homes. They are recruiting active seniors as caregivers, and most of the caregivers are 50 plus.

Mr. Schipul shared that he spent 30 years in the world of technology as the chief technology officer at National General Insurance that was then bought out by Allstate Insurance. He further shared that his mother was going through dementia and wanted to stay in her home; therefore, his father went to a well reputed facility for assisted living, but there were only five caregivers and 90 residents and that was not what was needed. He and his sisters after a couple falls, realized that their mother could not stay at home alone, but they did not want to rely on services to come out and help her out every time that she fell. Therefore, they brought in caregivers who were young that would leave after a couple weeks. They eventually found a 67-year-old caregiver and three weeks later, their mother had gone from stating that she did not need help nor anyone in her home to getting ready to receive her friend. She progressed from a positive attitude to helping, cooking, and shopping with her caregiver. During the same time, he was miserable at work because he was flying all around the country and not able to spend time with his boys. However, he found Seniors Helping Seniors and brought it to Southern Arizona with the goal for individuals to stay independent in their own home.

Seniors Helping Seniors does not have clients; they have receivers of care and are currently a profit organization, but they are working on becoming a nonprofit organization because a lot of the homes that they go into cannot afford the services. They are currently looking for any connections to churches in the area and they have partnered with Thunder Mountain and a couple other churches. A lot of churches, senior centers, and organizations did everything that they could during COVID to have online services, but it does not replace the face-to-face time that is needed. Some senior centers are either shutting down or not as active because a lot of individuals are staying home. The services that are provided are advantageous for the caregivers because they are doing something meaningful while making extra income, but it is also for the receivers and the families themselves.

Seniors Helping Seniors offers respite care and 60 percent of the caregivers can rearrange their work schedule, work their own hours, makeshift selections, and are matched up with a receiver that needs care on that shift and schedule. Caregivers are trained in CPR, first aid training, are fully insured and bonded, and TB tested to go into recipient's homes.

The biggest struggle is caregivers not going out there on their own, an insurance perspective, because friendships are developing. The other issue is that compared to the industry, the turnover rate was extremely high or the ones that are staying are burning out. Some of the competitors and organizations have good caregivers that have good reputations that will work in 50-60 hours a week and end up getting sick. Other caregivers with not as good of a reputation do not get as many jobs and their turnover rate just continues to be high.

Seniors Helping Seniors is looking for one-on-one interaction. Individuals hiring seniors run into the problem that a lot of them only want to work 20 hours a week or less because of Social Security. Seniors Helping Seniors can do one-on-one and reduce the burnout. Industry standard is about a 70 percent turnover rate, but Seniors Helping Seniors nationwide that has been around for 30 years has an 82 percent retention rate. The reason that this is relevant is that they are going into homes, and they will not get into what all the opinions are as to why memory loss, dementia, and Alzheimer are on the rise. Memory loss is becoming more common and when there is the same face showing up day after day or week after week, it is easier for the receivers to know who they are. There are several organizations in town, but they strive for the peer-to-peer relationship, someone that is closer to their age, conversations, and staying away from politics and religion because they are there to service their needs. Companionship is the most powerful thing that is impacting these individuals. The loneliness is huge in the community and a lot of seniors do not know where to go or what to look for. In many cases they cannot afford service every day and they assume it is going to be someone that is going to have to come out 12, 20 hours a week. However, Seniors Helping Seniors are individuals who are seniors and will work a two-hour shift; therefore, minimum hours are very low, and they can negotiate.

Seniors Helping Seniors is focused on individuals who are looking to do something meaningful, looking to supplement their retirement income, who may have worked in the corporate world their whole life and do not think that they are a caregiver. Caregivers will go through the training and learn about the laws, HIPAA, and the confidentiality aspects. A lot of it is learning what they cannot do as a caregiver. Also, the receiver is more receptive to someone who is a friend. They do not wear uniforms, and only wear badges for individuals who have memory issues. However, when they are shopping together, walking around town together, or getting a ride to church, the care giver looks like a friend, dressed in normal clothes right next to them. The receivers are a lot more comfortable with that in the beginning. About ten percent of the people who apply for the job do not want to get paid. They want to volunteer and make a difference. However, they are insured and bonded and must follow the guidelines; therefore, they get paid.

Mr. Schipul stated that the purpose of his visit is to get the organization's name out to people, specifically churches and in hiring caregivers. The organization started in a church, but it is not a Christian organization, rather a corporation that focuses from a ministry perspective providing opportunities for seniors who are in churches looking for extra income. He further stated that he has been to Tombstone and is planning on going out to Bisbee, Huachuca City, and Whetstone. Lastly, he explained that Seniors Helping Seniors does not have an office. They are mobile and ready to go anywhere that is needed to get the word out to seniors that are alone and do not have support. They currently rent a room from the Chamber, the Small Business Development Center at Cochise College, and the Benson Visitor Center for orientation and training, which is done in person. Caregivers sign in to the WellSky application to check in, update their care plan, and check out.

Council Member Messmer thanked Mr. Schipul for coming out and presenting. She shared that she took care of her father for five years before his passing, she knows how valuable this

organization is. She asked if he would go to a church's board and present to them if she were to get in touch with a church for him. Mr. Schipul stated that he would and added that he is a huge advocate for face time. He has gone to a couple of different churches where they will have a senior luncheon and talked about the services that are available. However, most of the time he has been asked to come back to provide classes that Seniors Helping Seniors offers, i.e., signs of hearing loss or theft prevention. He shared that they are currently working with a local jujitsu company that is going to do a free self-defense class tailored but towards senior self-awareness and what to look out for.

Council Member Benning stated that he was excited about the presentation, shared that his grandmother in Pennsylvania worked for Seniors Helping Seniors and when she got Alzheimer's, Seniors Helping Seniors came in to assist her. He thanked Mr. Schipul for coming out to the community.

Council Member Landry voiced her appreciation to Mr. Schipul for sharing his story behind how Seniors Helping Seniors came about. She noted that caregivers can get compassion fatigue, a big issue in a lot of areas of caregiving. It is great to be able to have people stay in their homes and having someone their same age to check in on them. It is important as people get older to have this service available so that their family can go somewhere and take a break or vacation because caregivers cannot take care of somebody unless they take care of themselves and refuel. One of the great things about the community is that there is a variety of people, everybody has a heart for something. This is a great organization for people to have a heart for elders.

Council Member Rodriguez stated that it is good to see Mr. Schipul and voiced his appreciation for everything that Seniors Helping Seniors is doing. He commented that the community has people that come from different places. People move to Sierra Vista for a lot of reasons, the weather, health, being snowbirds, and they are staying longer, but their families are elsewhere. He shared that he meets these people when checking and or replacing smoke detectors in their house who need assistance. He asked Mr. Schipul about getting referrals and working with the Fire Department. Mr. Schipul stated that he got referrals from the Benson Fire Department and is working with Casa De La Paz and individuals that work with the Sierra Vista Fire Department. He is trying to partner with more fire departments locally and he has gotten referrals from Haven Health when someone is discharged who is going to physical therapy to assist them while they are recovering. They do referrals through churches and the reason he came out to Sierra Vista is because of the homeschooling community at Thunder Mountain. He is trying to get the word out and is open to any referrals. He explained that when he gets a referral, they come in and do a free home consultation to see if they are a good fit. They are seniors helping seniors, but there are individuals that sometimes need more than what the seniors' weight limit is that they can pick up. However, they do have a few younger retired CNAs that are able to move people around or provide showers.

Mr. Schipul explained that when they get a call, they want to go into their home to make sure that the home is safe. They do an inspection, provide recommendations, and mostly look at the shower, kitchen, and if memory is there. Sometimes they are hired by a power of attorney that is out of state. Also, it is important to the caregivers to know that the inspection has been done. Once the inspection is done, then they recommend the types of services that they can provide. They do not do a contract, but a two-week trial.

Council Member Rodriguez stated that in the community there are a lot of lift assists due to falls and mitigating that as much as possible is necessary. He thanked Mr. Schipul for coming out to

the community and sharing their needs as well as reaching out to people and spreading the word. He asked if they do any scam prevention classes because he has seen a lot of seniors in the community being taken advantage of through phone calls and requests for donations. Mr. Schipul stated that 60 percent of the theft prevention class is on electronic scams and being cautious of family taking money or things.

In closing, Mr. Schipul stated that statistically Gen X and Baby Boomers get together more often, they work together in their careers, have more to talk about, but a 50-year-old is still going to be quite different than a 25-year-old coming into the homes.

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

Ms. Yarbrough stated that the Executive Report is long, but staff appreciates Council reading it. There is a lot of good work going on across all of departments and divisions. Traditionally, the report would have been scheduled for the second work session in September, but the work session was cancelled and then due to the long agenda at the last work session, staff bumped it to the October 22, 2024 work session. Therefore, it is a little out of date, but still relevant.

The City's event season is still in full swing. The Hummingbird Month activities were well received due to the team's effort, the Parks, Recreation, and Library, Economic Development, Tourism, and Communications Division. The City also had an enhanced Oktoberfest due to Ms. Bradshaw, Event Coordinator, and Mr. Healy, Sports and Aquatics Coordinator. Mr. Healy did an amazing 5K addition to the event this year which brought in over 170 people from out of town. However, there are more events forthcoming, Veterans' Day and Christmas.

The Internal Communications Task Force did an amazing initiative that is staff driven. A group of employees were sent to the Senior Leadership Program, a weeklong program, in Tucson that came back and proposed to the Recruitment and Retention Team starting an internal staff driven communications task force. The results of the survey that the team spearheaded was shared with Council and the rest of staff. This team is going to be coming up with recommendations and bringing those back to Mr. Potucek and Ms. Yarbrough at the beginning of next year for consideration and implementation and there is representation from every department and division on that team.

The electricity costs in the Public Works section are due to the impact of the wholesale power and fuel cost adjuster. SSVEC has taken that off the bills which was a \$40,000 impact per month to the City's electricity bills. Thankfully, the City had implemented the Schneider Electric Projects prior to that otherwise the City would have seen that cost be even higher. Electricity costs have gone back down to where they were before that cost was added, even pre-pandemic levels.

The calls for the Sierra Vista Fire and Medical Services keep increasing; therefore, staff is keeping a close eye on that. A presentation on the staffing analysis that was done is scheduled to go before Council during their November meeting.

In response to Mayor Pro Tem Umphrey, Ms. Yarbrough stated that the meeting for November 26, and 28 are cancelled due to the Thanksgiving Day Holiday.

Council Member Landry stated that it is always good to go through the executive report and she hopes that members of the public can look at it because it has good information, and it answers a lot of questions. She suggested adding an HR section with stats that might be helpful to

Council as well as the public to see the number of applications that come in. She gave a shout out to all the people working together to get grants in all the departments and noted that she liked reading about the grants awarded to the Public Works Department, \$543,000 with no match, \$300,000 per year for three years with no match, \$100,000 per year for five years with no match. Lastly, she mentioned that she enjoys reading the employee profiles and gave a shout out to Corporal Diana True, who was the school resource officer for Joyce Clark Middle School, and cross trained in 911 dispatching, covering dispatching shifts, field supervisor, patrol shift field training officer, serving as a domestic violence investigations instructor, and as the Co-chair of the Cochise County Domestic Violence Fatality Review Team. In closing, she voiced her appreciation at the Pink Patch Campaign through the month of October to raise awareness for breast cancer with the proceeds going towards the Relay for Life, a part of the American Cancer Society.

Council Member Rodriguez stated that the executive reports are always good and encouraged the public to read the report because there is a lot of stuff in the report that will answer their questions asked on social media or of Council Members. He commented on the recycle survey that is available through the Engage Sierra Vista Website and conversation that he had with Republic that came out to Sierra Vista to check out the area to find out how the City used to do its recycling.

In response to Council Member Rodriguez, Mr. Curtis stated that there is a limited number of Hootsuites seats. There were ten additional seats for the current fiscal year and all of them were filled. They mostly worked with Ms. Wilson's staff on the sports and recreation side, but between Facebook direct users, Hootsuites, and filling in for other departments, everyone is covered.

Council Member Rodriguez voiced his concerns with the Parks Department, but it could be the time of year because they offer are amazing opportunities which are all listed for all skill levels, all adaptive capabilities.

In response to Council Member Rodriguez, Ms. Wilson stated that Mr. Healy can update Council on the archery range, but he has been helping her out at golf course.

Council Member Rodriguez stated that he loved all the hummingbird stuff, especially the stickers, which everyone wants; voiced his displeasure at the update on State Route 90; commented on the high-level visits with big planes coming in at the airport. He thanked Mr. Durham for his work and voiced his appreciation for the breakdown of the \$17,000 cost to the City in relation to the high-level visits. He suggested considering budgets for these costs on an election year because every presidential year is going to cost because the Secret Service is going to fly in and make their requests.

Mayor Pro Tem Umphrey thanked Council Member Rodriguez for requesting the cost breakdown and thanked Police Chief Hiser. She stated that was concerned that it was worse than what it was. However, these visits brought a lot of attention to Sierra Vista. Council Member Rodriguez stated that the City made some revenue as the Trump Force paid the City \$11,000 in fuel minus the work that was put in.

Council Member Rodriguez stated that there is a lot of stuff going on in Code Enforcement; noted that there are a lot of political signs out in the City that are illegal because they do not have the information that is supposed to be on them. He stressed that he does not want to put more stress on Code Enforcement and requested that people with political signs do the right thing and put their phone number and contact information on them. He voiced his appreciation

for the stats on the Fire Department's calls. Although, a study is forthcoming on the staffing assessment, he would like to bump that off each other because calls are going up. He stated that he would like to know what staff looks like compared to last year and noted that response times are over previous numbers on the NFPA 1710 response time. He further stated that it was good to read that there were two months of no vehicle pursuits, July and August and liked the breakdown of all the major incidents that there have been in the City. The Police Department does a great job of mitigating stuff, responding, investigating, and in putting out information to the public. Lastly, he voiced his appreciation at seeing Officer Grady back at JCMS, who has a lot to handle because it is a busy school.

Mayor Pro Tem Umphrey stated that overall, the students seem to enjoy having Officer Grady at the school. She added that as the Chair of the MPO, she hears about SR90 all the time and is aware that Ms. Flissar did not state that there could not be any work done on SR90 during the day, but somehow that came across and ADOT did not know that they could work during the day until Ms. Flissar reached out to them, a second time. She added that it is frustrating that she learned about this when she went to Prescott. However, she was able to talk to a few folks from ADOT and there is nothing that the City can do now that the contractor, F&F, has been awarded the project because it is all under their purview and they are still within the window which is not halfway to 2025.

Council Member Rodriguez stated that there has been some work done, i.e. the sidewalks, but he wishes that they could get an update as to where the project is moving. Mayor Pro Tem Umphrey stated that they have a schedule, but they were awarded a few different jobs around the state as well.

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

Mayor Pro Tem Umphrey Stated that Sierra Vista will be hosting next year the Arizona Department of Transportation MPO Summit, which should draw in about 300 people.

Council Member Rodriguez stated that the Youth Commission met last week, and they had a good work project at Timothy Lane in cleaning up the wall. There were a lot of kids and adults that came out to help and that wall looks totally different. The quilt background has gone up and in moving forward there will be some artists doing murals. Phase II will be the area behind Timothy Park and Phase III will be the wall that faces the cemetery. Also, the multi-use path will be worked on by KE&G. He thanked people for their time/donations as well as Home Depot and Lowe's.

#### E. Future Discussion Items and Council Requests

In response to Mayor McCaa, Ms. Yarbrough mentioned that the Fire Department Staffing Assessment is scheduled for the work session in November along with the Municipal Court Assessment. Staff is tentatively planning an update on the Plan for Prosperity in December due to the Economic Development's Chair leaving the Commission. The final report will follow in the spring.

### 3. Adjourn

Mayor McCaa adjourned the October 24, 2024 work session of the Sierra Vista City Council at 4:17 p.m.

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Clea McCaa II, Mayor

Minutes prepared by:

Attest:

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Maria G. Marsh, Deputy Clerk

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Jill Adams, City Clerk

A recording of the Council Meeting is available at:

[https://www.youtube.com/channel/UC8PtUpIbkQsixIhSy-jeR\\_Q/videos](https://www.youtube.com/channel/UC8PtUpIbkQsixIhSy-jeR_Q/videos)