



Sierra Vista City Council
Meeting Summary
[December 10, 2020](#)

Mayor Mueller called the December 10, 2020 City Council Meeting to order at 5:00 p.m., Council Chambers, City Hall, 1011 N. Coronado Drive, Sierra Vista, AZ

Roll Call:

Mayor Rick Mueller - present
Mayor Pro Tem Rachel Gray - present
Council Member William Benning - present
Council Member Gwen Calhoun - present
Council Member Sarah Pacheco – present (5:06 p.m.)
Council Member Carolyn Umphrey - present
Council Member Kristine Wolfe - present

Others Present:

Chuck Potucek, City Manager
Victoria Yarbrough, Assistant City Manager
Adam Thrasher, Police Chief
Brian Jones, Fire Chief
Nathan Williams, City Attorney
Jill Adams, City Clerk
Matt McLachlan, Community Development Director
Richard Cayer, Operations Manager
David Felix, Chief Finance Officer
Linda Jones, Transportation Administrator
Barbara Fleming, Chief Human Resources Officer
Judy Hector, Marketing and Public Affairs Manager
Tony Boone, Economic Development Manager

Invocation - Pastor Jerry Preiss, Hope and Healing Christian Church, conducted the invocation.

Pledge of Allegiance: Mayor Pro Tem Gray led the Pledge of Allegiance.

[Item 1](#) Acceptance of the Agenda

Council Member Benning moved that the Agenda for the Regular City Council Meeting of December 10, 2020 be approved as written. Council Member Calhoun seconded the motion. The motion passed by a 6/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, and Wolfe.

Awards and Presentations

Certificates of Appreciation to outgoing Commissioners were presented by the Mayor and Council.

City Manager's Report: Mr. Potucek announced that the December 10, 2020 is the final Council Meeting for the year 2020; therefore, the next regularly scheduled Council Work Session will be on January 12, 2021 at 3:00 p.m. in Council Chambers, and the next regularly scheduled

Council Meeting for the new Council will be on January 14, 2021 at 5:00 p.m. in Council Chambers. He reported that EMS Substation Design-Build Project has been advertised and is scheduled to open on December 18, 2020, and the Police Department Locker Room Remodel Project has also been advertised and is scheduled to open on January 22, 2021. He further reported that the City received five proposals for the Upper San Pedro Partnership WHIP Portal Project, which are under review by the Partnership. The Garden Canyon Linear Park (Saint Andrews' parking lot) Project also received five bids and they are currently under review. The Hydrologic Investigations for the Riverstone Retention Basin Recharge Project that the City is doing on behalf of the Cochise Conservation and Recharge Network has statements of qualifications that are also currently being reviewed with interviews being scheduled for next week. Finally, on behalf of staff, he thanked Council Members Calhoun and Wolfe for their service as Council Members, wished everyone in Sierra Vista a Merry Christmas, Happy Holidays and a happier 2021. He added that it has been a great pleasure to serve the wonderful community during a challenging year, and he looks forward to having a successful 2021.

Consent Agenda:

- [Item 2.1](#) Approval of the City Council Special Meeting Minutes of November 10, 2020
- [Item 2.2](#) Approval of the City Council Regular Meeting Minutes of November 12, 2020
- [Item 2.3](#) Approval of the City Council Special Meeting Minutes of November 19, 2020
- [Item 2.4](#) Resolution 2020-070, Reappointment of Ronald York and Neil Gago and Appointment of Barbara Fleming to the Employee Benefit Trust, said terms to expire December 31, 2023.

Council Member Pacheco moved that the Consent Agenda consisting of the City Council Special Meeting Minutes of November 10, 2020, Regular Meeting Minutes of November 12, 2020, Special Meeting Minutes of November 19, 2020, and Resolution 2020-070, reappointment of Ronald York and Neil Gago and appointment of Barbara Fleming to the Employee Benefit Trust, be approved. Council Member Umphrey seconded the motion. The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

Public Hearing

- [Item 3](#) Resolution 2020-071, Approving the Submission of the US Housing and Urban Development (HUD) PY 2019 Consolidated Annual Performance Evaluation Report (CAPER)

Council Member Wolfe moved that Resolution 2020-071, submission of the US Housing and Urban Development Program Year 2019 Consolidated Annual Performance Evaluation Report, be approved. Council Member Benning seconded the motion.

Mr. McLachlan stated that this is a HUD required document that staff submits at the end of every program year. It measures the City's progress in meeting the goals and objectives outlined in the Five-Year Consolidated Plan. The report covers Program Year 2019, which coincides with their fiscal year.

The total block grant spent in Program Year 2019 was \$487,248.80, and a detailed breakdown is provided in the report and summarized in the memo. Consistent with the Consolidated Plan, three quarters of the funding was spent on public facility infrastructure improvements, one-fifth was on COVID-19 response, and the balance on administration. The document was advertised pursuant to the City's Participation Plan in the local newspaper and posted on the City's website. The public comment period closed without any input being received.

Council Member Pacheco stated that the improvements to Timothy Lane Park are excellent.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 4](#) Ordinance 2020-007, Proposed City Code Amendment to Chapter 36, Commissions

Mayor Pro Tem Gray moved that Ordinance 2020-007, City Code Amendment to Chapter 36, Commissions, be approved. Council Member Umphrey seconded the motion.

Mr. McLachlan briefed Council on the proposed amendment to Chapter 36, Commissions.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 5](#) Resolution 2020-072, Adoption of the Development Fee Schedule that corresponds to the Land Use Assumptions and Infrastructure Improvement Plans in Accordance with A.R.S. 9-463, and City Code 154.10-20

Council Member Umphrey moved that Resolution 2020-072, adoption of the Development Fee Schedule that corresponds to the Land Use Assumptions and Infrastructure Improvement Plans in Accordance with A.R.S. 9-463, and City Code 154.10-20, be approved. Council Member Benning seconded the motion.

Mr. Felix briefed Council on the Development Fee Schedule that corresponds to the Land Use Assumptions and Infrastructure Improvement Plans.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 6](#) Ordinance 2020-008, 2020 Amendments to the Tax Code of the City of Sierra Vista

Council Member Wolfe moved that Ordinance 2020-008, 2020 Amendments to the Tax Code of the City of Sierra Vista, be approved. Council Member Benning seconded the motion.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

New Business

[Item 7](#) Resolution 2020-073, Transfer of Funds from the General Fund to the Park Development Fee Fund

Council Member Benning moved that Resolution 2020-073, transfer of funds from the General Fund to the Park Development Fee Fund, be approved. Council Member Wolfe seconded the motion.

Mr. Felix explained the reason for the request to transfer funds from the General Fund to the Park Development Fee Fund.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 8](#) Resolution 2020-074, Approval of Payment Plan with Castle & Cooke Arizona for Sewer Interceptor

Council Member Pacheco moved that Resolution 2020-074, Payment Plan with Castle & Cooke Arizona for Sewer Interceptor, be approved. Council Member Umphrey seconded the motion.

Mr. Felix explained the payment plan with Castle & Cooke Arizona for the sewer interceptor.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 9](#) Resolution 2020-075, Proposed Amendments to Infill Incentive District Policy

Council Member Wolfe moved that Resolution 2020-075, amendments to the Infill Incentive District Policy, be approved. Council Member Umphrey seconded the motion.

Mr. McLachlan explained the proposed amendments to the Infill Incentive District Policy, which are consistent with discussion at prior work sessions with Council.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 10](#) Resolution 2020-076, Approval of the Public Transportation Agency Safety Plan (PTASP) prepared by Arizona Department of Transportation on behalf of the City of Sierra Vista per the Federal Transit Administration's regulation 49CFR Part 673.

Mayor Pro Tem Gray moved that Resolution 2020-076, Public Transportation Agency Safety Plan (PTASP) prepared by Arizona Department of Transportation on behalf of the City of Sierra Vista per the Federal Transit Administration's regulation 49CFR Part 673, be approved. Council Member Council Member Calhoun seconded the motion.

Ms. Jones briefed the Public Transportation Agency Safety Plan.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 11](#) Resolution 2020-077, Addendum to the City Manager's Contract

Council Member Umphrey moved that Resolution 2020-077, addendum to the City Manager's Contract, be approved. Mayor Pro Tem Gray seconded the motion.

Ms. Fleming explained the addendum to the City Manager's Contract.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 12](#) Resolution 2020-078, Proclaiming the City of Sierra Vista as the Hummingbird Capital of the United States

Council Member Calhoun moved that Resolution 2020-078, proclaiming the City of Sierra Vista as the Hummingbird Capital of the United States, be approved. Council Member Umphrey seconded the motion.

Ms. Hector explained the resolution proclaiming the City of Sierra Vista as the Hummingbird Capital of the United States.

The motion passed by a 7/0 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Calhoun, Umphrey, Pacheco, and Wolfe.

[Item 13](#) Resolution 2020-079, Resolution in Support of Amtrak service in the region

Council Member Calhoun moved that Resolution 2020-079, Support of Amtrak service in the region, be approved. Mayor Pro Tem Gray seconded the motion.

Mr. Boone stated that the proposed resolution supports Amtrak service in the region.

Mayor Mueller announced that the City of Benson supports Amtrak.

Council Member Wolfe reiterated her concerns that she mentioned during the work session.

Mayor Pro Tem Gray also reiterated her comments.

The motion passed by a 5/2 vote of Mayor Mueller, Mayor Pro Tem Gray and Council Members Calhoun, Umphrey, and Pacheco. Council Members Benning and Wolfe casted the dissenting votes.

Call to the Public

Eli Dalton-Webb wished the Mayor and Council a Merry Christmas and talked about including a Christian Nativity at Veterans Memorial Park to go along with the Santas.

Comments and Requests of the Council

Council Member Pacheco wished a Happy Hanukah, stated that December 10, 2020 is the first night of the Festival of Lights, and she wished everyone a Merry Christmas. She further stated that she loves the Santas in Veterans Memorial Park, and that she already put her ornaments on order. She thanked Council Members Calhoun and Wolfe for their good leadership, long conversations, and noted that they will be missed on the Council.

Council Member Benning stated it has been an honor representing a great city, the Hummingbird Capital of the United States, thanked the outgoing commissioners for what they have done and will continue to do whether they are on a commission or not, thanked people for going to ASU, best school in Arizona, and wished everyone a Merry Christmas and a Happy New Year. Lastly, he stated that it will be different not having Council Members Calhoun and Wolfe being on the Dias with the rest of Council. He noted that their personalities and commitment is infectious, and he thanked them for their mentorship and always willing to lend advice, which he appreciated, but he knows that they will both be involved in the community and he will still see them around.

Council Member Umphrey stated to Council Member Benning, “Bear Down”, and read statements to Council Members Calhoun and Wolfe, noting that she has been reflecting on the past two years while serving together. She added that both have been incredible mentors. (Statement on file with the City Clerk’s Office). Lastly, she thanked outgoing commissioners and board members for their service and wished everyone a Merry Christmas and Happy Holidays.

Mayor Pro Tem Gray thanked Council Members Calhoun and Wolfe for everything that they do for the community. She stated that it has been an absolute pleasure to work with them.

Council Member Wolfe stated that everyone be safe, kind, and to keep their sense of humor, and further stated that it has been pleasure.

Council Member Calhoun stated that the City has a remarkable staff, who show great pride in the work that they do, and who care about doing their absolutely very best for the community. She stated that she hopes that the community recognizes that and thanked the many community members that serve as volunteers in Sierra Vista, and those that have spoken to staff and Council with either praise or concerns about what happens in the City. She knows that Sierra Vistans have always been there to speak for the community and to help in making decisions, and she knows that this will not only continue but increase over the coming years. The level of community involvement is important to keep the City as an inviting place to live. Lastly, she stated that she looks forward to being involved, wished everyone Happy Holidays, and thanked everyone for allowing her to serve the community.

Mayor Mueller shared a word about COVID-19, “vigilance”. He noted that everyone knows that the numbers are high across the County and the State. Capacity is being reached if not at capacity in several hospitals; therefore, people must be very vigilant and wear masks, do extra sanitation, physical separation, and stay in family groups to prevent the spread. He stated that hopefully there will be immunizations available shortly, and explained that after the first immunization is taken, it will be three to four weeks before the second one is taken, which may be anywhere from three days to a week before having immunity. This is going to take time and it puts the community into January for the first line medical folks. The vaccine will be prioritized out, and COVID-19 will remain until summertime; therefore, he asks that the community be vigilant, especially through the holiday season.

Mayor Mueller further stated that Council Member Wolfe had contact with the International Brotherhood of Santa Helpers located at the North Pole, who were concerned about some of the letters that they have been receiving from the kids that are worried about whether Santa Claus and the reindeer are going to be able to travel because of COVID. He added that he thought that it was a good idea to issue a proclamation declaring Santa Claus, his elves, and nine reindeer to be deemed essential workers during the holiday season.

Mayor Mueller stated that the holiday period is forthcoming, Christmas, Hanukah, Kwanza, New Year’s, and the Council will not meet until after New Year’s. He wished everyone a very safe holiday and encouraged people to enjoy their family and friends as best as possible in this different environment. Lastly, he apologized to the outgoing Council Members because normally there is a spread of food and drinks, but due to COVID it was not possible. On behalf of Council, he presented certificates of appreciation, flowers, and a gift to Council Members Wolfe and Calhoun.

Adjournment

Mayor Mueller adjourned the December 10, 2020 meeting of the Sierra Vista City Council at 6:06 p.m.