

Sierra Vista City Council
Work Session Minutes
October 11, 2022

1. Call to Order

Mayor Mueller called the October 11, 2022, City Council Work Session to order at 3:00 p.m., Council Chambers, City Hall, 1011 N. Coronado Drive, Sierra Vista, Arizona.

Mayor Rick Mueller – present
Council Member William Benning – present
Council Member Gregory Johnson – present
Council Member Angelica Landry – present
Council Member Marta Messmer – present
Council Member Mark Rodriguez – present
Council Member Carolyn Umphrey – present

Others Present:

Chuck Potucek, City Manager
Victoria Yarbrough, Assistant City Manager
Adam Thrasher, Police Chief
Brian Jones, Fire Chief
Laura Wilson, Parks, Leisure, and Library Services Director
Gabriel Squires, Public Works Internal Operations Manager
Chanel Kirkpatrick, Public Works External Service Manager
Blake Fisher, Planner
Jeff Pregler, Planner
Adam Curtis, PIO
Yolanda Velasquez, Senior Accountant/Grants Administrator
Jill Adams, City Clerk
Tony Boone, Economic Development Manager
Dianna Cameron, Management Analyst

1. Presentation and Discussion:

A. October 13, 2022 Council Meeting Agenda Items ([agenda attached](#))

Mayor Mueller stated that the Council Meeting for Thursday, October 13, 2022, starts at 5:00 p.m. with the call to order, roll call, invocation, pledge, the acceptance of the agenda, and proclamations, Fire Prevention Month, National Domestic Violence Awareness Month, The Pregnancy and Infant Loss Awareness Month, and a presentation by the Commission on Disability Issues for the Vistability Award.

In response to Mayor Mueller, Mr. Potucek informed the Council that long-time City Attorney, Stuart Fauver, passed away over the weekend and offered condolences go to his family. He added that he is not aware of any details yet; but he will certainly be missed as he served well the City for an incredibly long time. He reported that there is a JPA Board Meeting for SEACOM during the morning on Thursday, October 13, 2022; therefore, he will be able to talk more about that meeting as well as the normal project updates during the Council Meeting on Thursday, October 13, 2022.

Mayor Mueller stated that anybody that worked with Stu knows the impact he had on the City and are sorry to hear that he has passed. He offered condolences to his family and noted that when staff finds out about the arrangements, a card along with flowers will be sent as he was a longtime employee. He encouraged everyone in the City to attend the services and stated that this is a loss

Item 2 Discussion and Possible Action of Resolution 2022-065, Owner Transfer Series 7 New Liquor License Application for Lynn Renee Harju on behalf of Gogi BBQ House LLC, 1173 E. Fry Boulevard, Sierra Vista, Arizona – Ms. Adams stated that this is a straightforward application for an owner transfer of a Series Seven, a beer and wine bar license, for the Gogi BBQ House LLC, formerly known as the Golden Phoenix Korean and Chinese Restaurant. The notice of the public hearing was posted on the facility and the City has not received comments pro or con from the public. The Police Department has done their background check and has no objection to this transfer going forward, and if approved on Thursday, October 13, 2022, it will be sent back up to Phoenix for final approval.

Item 3 Discussion and Possible Action of Resolution 2022-066, Program Year 2021 Community Development Block Grant Consolidated Annual Performance and Evaluation Report (CAPER) – Mr. Fisher stated that the Program Year 2021 Consolidated Annual Performance Evaluation Report (CAPER) describes the activities undertaken during the program year beginning on July 1, 2021 and ending June 30, 2022, using federal funds granted to the City of Sierra Vista by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG). Program activities and accomplishments described in the report primarily benefit low-income residents of Sierra Vista and neighborhoods with high concentrations of low-to-moderate income residents. CDBG regulations require that the public be given a fifteen-day period to review the CAPER and provide comments prior to the approval of City Council. A public notice announcing the availability of the CAPER was published in Sierra Vista Herald on September 25, 2022, along with copies of the paper for public review at City Hall and on the City's website. That period began on September 26, 2022 and closed on October 12, 2022. No public comments have been received to-date.

Mr. Fisher provided a brief overview of some of the counts and the funds allocated, depicting Economic Development with \$171.62 that went to St. Vincent De Paul for environmental review, housing, the Emergency Home Repair Program with \$491.23 that went to public notice fees for public facilities improvements and another environmental review for \$171.62 for the Good Neighbor Alliance. Most of the public facilities fees went to Parks, Recreational Facilities, primarily Cyr Park and the improvements; although, \$25,000 was allocated for Soldier Creek Park improvements for public services. There is about \$59,837.72 that went to COVID-19 relief funds and general administration, \$1,142.881, totaling out to \$527,880.54.

Council Member Johnson stated that it is a comprehensive report, and he does not know how Mr. McLachlan does it. He added that it is informative as to what the money was spent on and who it went to. He thanked Mr. Fisher for all his efforts.

Item 4 Discussion and Possible Action of the Regular City Council Meeting Minutes of September 8, 2022 – There was no discussion.

B. [Council Executive Report](#)

Mr. Potucek stated that the executive report this month is highlighted by the opening of Station Four which will be on Friday, October 14, 2022, at 10:00 a.m. He noted that this is the first time that the City has been able to dedicate a new building; therefore, it should be a fun time and a good thing in the history of the community. There are a lot of stats in the report as well. Lastly, he reported that he met with staff regarding the boards and commissions, and they are getting ready to put a proposal forward for Council discussion and dissection, hopefully by the November Council Meeting.

Council Member Johnson referred to page nine, Better Bucks, and stated that he believes that the last time Council looked at an executive report, he asked about the health of the organization since the City contributed and more or less to kicked off the program on behalf of the community. He added that he did not see any financials on the report other than the fact that so many books were bought. Meyer Mueller stated that Better Bucks is a private organization.

Council Member Johnson stated that it is a 501C3. Mayor Mueller stated that a 501C3 is not a public organization where the City could ask for them to provide their books. Mr. Potucek stated that both Council Member Johnson and the Mayor are correct and the City has a good relationship with the Better Bucks Organization.

Council Member Johnson stated that he is curious about the health of the program and that is all that he is asking. Mr. Potucek stated he knows anecdotally that the health is very good, and they did not come back to the City to ask for any more seed money this fiscal year, a good indication that financially they are doing ok. In fact, they are looking to expand their program into what is called a Better Work Program, where they look for jobs for people that are in a bad situation. He added that he can certainly endeavor to get the financials for Council Member Johnson. Ms. Yarbrough stated that on Council's October 25th work session, there is a presentation scheduled about Better Bucks and Better Work.

Council Member Benning asked about the six-month plan for Community Connect. Mr. Potucek stated that Mr. McLachlan can provide information, but since it correlates with Better Bucks, Mr. McLachlan may be asked to provide an update as to how that is going. Ms. Yarbrough stated that this item is also scheduled on the October 25th work session. It is a one stop Community Connect Better Work Program.

Council Member Rodriguez voiced his appreciation for the report and thanked those involved, added that it is important for the public to be able to read this because there is a lot of stuff that Council Members get asked a lot of times that is all in the report. He noted that he does not mind answering people, but a lot of the data is in the report that Council Members can easily answer by reading this because the report hits on a lot of things, i.e., recruiting problems, which is everywhere. Hats off to the police officers and fire fighters as the City's call volume keeps going up and there are not enough people, yet they are holding the line. The thought of hiring civilians as nonsworn officers in the Police Department helps to keep the sworn officers out doing other things and helps with the recruiting issue. However, he would like to see what can be done for more sworn officers.

Council Member Rodriguez stated that he is looking forward to the presentation by Better Bucks and the fact that the animal shelter is included in the book, which is great because a lot of people that need help have animals, a good preventative measure. The Secure Lockbox Program, a realty lock box that goes on a door, was not publicized very well, but all 35 lock boxes sold out. This has been done before with the Knox boxes by the Fire Department that are a lot bigger boxes. These are meant for use in the event of an emergency so that the Fire Department does not have to break down a door or window and destroying property.

Council Member Rodriguez asked if there are 117 houses according to the map, up from the teens and twenties that the City had before. Mayor Mueller stated that it will be better when the prices start going down. Mr. Potucek stated that in looking at Public Safety as a whole, the most critical area of recruiting is SEACOM. This is where the City is the shortest and hardest time finding recruits. The Police Department has an ongoing issue with finding officers and Police Chief Thrasher, and he talk a lot about that. The issue coming up in the Police Department is going to come next year because some of the retirements that were put on hold because of the drop extension will still be coming back next year. Staff is already talking about contingency planning if the Department is not able to fill fast enough to meet all needs. Staff will notify Council about that as time progresses, but the City will continue recruiting as much as possible. The Fire Department is not getting as many applicants as before; although, with a program with the College is helping in finding recruits. Most of the calls are EMS calls and the Fire Department has been authorized additional hiring for EMS personnel, which the City has been able to find people to fill those positions. The Fire Department is trying to overfill those to anticipate any turnover.

Council Member Rodriguez asked Fire Chief Jones about peak hours on Tuesdays between 1100 and seventeen hundred hours. Fire Chief Jones stated that this is the trend, eleven to eight to nine o'clock every day of the week. However, monthly it changes. It could be Tuesday or Wednesday.

Council Member Benning capitalized on what Council Member Rodriguez stated, he would like to give a little bit of love to Parks and Recreations because two years ago, they City may have had one, two, three or four events from July to August, but now there are twelve events and all of them are amazing. This is 100 percent due to the leadership and staff of Parks and Recreations. They are greatly appreciated, and they are making money, not a lot but enough to cover expenses.

Council Member Landry stated that she enjoys going through the executive report because it brakes things down nicely, which is great to have to be able to see things like in Parks and Recreations where the community is getting out and doing things. There are a lot of things going on and it is great to see that.

Council Member Messmer stated that it is a great report. She noted that she is still learning as there is a lot to go through, but she enjoyed reading it and she understands a lot more because of the report. She announced that she will get to do some more orientation that staff is putting together for her, which nice. Mayor Mueller stated that if she has questions, she can go to the staff, Ms. Yarbrough and Mr. Potucek as well as him to talk about why the City is doing the things that are being done.

C. Report on Recent Trips, Meetings and Future Meetings

Mayor Mueller stated he has not had any trips out of town except he enjoyed going to his niece's wedding on Saturday in Texas.

Council Member Rodriguez stated that he went to Mexico and had good fun in the state of Sonora.

D. Future Discussion Items and Council Requests

In response to Mayor Mueller, Ms. Yarbrough stated that she does not have anything else other than the items for the October 25, 2022, work session.

Council Member Rodriguez stated that Tuesday, October 11, 2022, is the last day to register to vote, by midnight online, in person and it must be postmarked by October 11, 2022. He encouraged people to spread the word and if not registered or not sure, they can go online and check the status to make sure that they are good to go for the General Election for the State of Arizona on November 8, 2022.

3. Adjourn


Mayor Mueller adjourned the October 11, 2022, work session of the Sierra Vista City Council at 3:22 p.m.

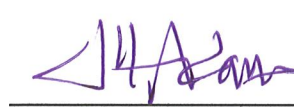


Frederick W. Mueller, Mayor

Minutes prepared by:

Attest:



Maria G. Marsh, Deputy Clerk

Jill Adams, City Clerk