

Sierra Vista City Council
Work Session Agenda
June 20, 2023

1. Call to Order

Mayor Pro Tem Umphrey called the June 20, 2023, 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 – absent
Mayor Pro Tem Carolyn Umphrey – 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

Others Present:

Chuck Potucek, City Manager
Victoria Yarbrough, Assistant City Manager
Adam Thrasher, Police Chief
Brian Jones, Fire Chief
Laura Wilson, Leisure, Parks, and Library Director
Sharon Flissar, Public Works Director
Irene Zuniga, Capital Improvements and Development Manager
Gabriel Squires, Public Works Internal Operations Manager
David Felix, Chief Financial Officer
Jennifer Dillaha, Budget Officer
Adam Curtis, PIO
Tony Boone, Economic Development Manager
Dianna Cameron, Management Analyst
Demetri Simonton, Industrial Development Authority Board Member
Mark Slania, Attorney, Industrial Development Authority (telephonically)

Mayor Pro Tem Umphrey stated that Mayor McCaa is on a well-deserved vacation.

2. Presentation and Discussion:

A. June 22, 2023 Council Meeting Agenda Items ([agenda attached](#))

Mayor Pro Tem Umphrey stated that the Agenda starts with the call to order, roll call, invocation led by Council Member Benning, followed by the Pledge Allegiance led by Council Member Rodriguez.

Item 1 Acceptance of the agenda – There were no changes needed.

Mr. Potucek stated that there was a SEACOM Meeting last week, and staffing is looking good. SEACOM is up to 10 fulltime, but they still must go through training, and only four employees at a time may be trained. The cities of Bisbee and Wilcox will be joining SEACOM on July 1, 2023; therefore, SEACOM will have almost everybody in the County on board except Benson. SEACOM is currently working with the City of Douglas on a mutual aid agreement. Lastly, he announced the upcoming dedication of the Veterans Memorial Park Sports Complex.

Mayor Pro Tem Umphrey stated that Council Member Johnson will make the motion on the Consent Agenda and asked if there were any corrections to the minutes. There was no response.

Item 2 Consent Agenda – There was no discussion.

Item 2.1 Discussion and Possible Approval of the Work Session Minutes of June 6, 2023

Item 2.2 Discussion and Possible Approval of the Regular City Council Meeting Minutes of June 8, 2022

Item 2.3 Discussion and Possible Approval of the Work Session Minutes of June 12, 2023

Item 2.4 Discussion and Possible Approval of Resolution 2023-047, Appointment of Mathew Swiney to the Sierra Vista Youth Commission, said term to expire April 30, 2025

Item 2.5 Discussion and Possible Approval of Resolution 2023-048, Designating David J. Felix, Chief Financial Officer, as the person authorized to sign and submit the City's Annual Expenditure Limitation Report for FY 2023

Item 2.6 Discussion and Possible Approval of Resolution 2023-049, Electrical Utility Easement for the Veteran's Memorial Park Sports Complex Restroom Building

Public Hearing

Item 3 Discussion and Possible Approval of Resolution 2023-050, Amendments to Chapter 94, Section 94.03, Park Hours, of the Code of Ordinance, and Declaring a 30-day Public Record – Ms. Wilson stated that the item before Council is to make a small change to Chapter 94.03, Park Hours, to roll in the individual sports fields including Cyr Sports Complex, Veterans Memorial Sports Complex, and the Tacoma Sports Complex, to include their adjoining parking lots. These facilities do not have lighting unless there are reservations. One exception to that which is not specifically called out is the fact that currently the football field and track are open with the regular park hours. However, staff is still making recommendations on that. Therefore, unless there is a field reservation, this amendment will close those areas at dusk or one hour after the last reservation. The spirit in that is to attempt to curb the loitering that appears to be going on in those areas when they are not in use by folks who have made a reservation. It will also apply to the pickleball court locations and the tennis courts. Those also have posted hours and the pickleball courts are controlled by the lighting button system, but they will be closed to the public between the hours of 10:00 p.m. and 5:00 a.m. Staff is hoping to get a push button at the new tennis courts, but for now the lights are just going to be on.

Council Member Benning thanked the Parks and Recreation Commission for their recommendation to change the hours.

New Business

Item 4 Discussion and Possible Approval of Resolution 2023-051, Tentative Budget for Fiscal Year 2023-2024 – Ms. Dillaha present the proposed Fiscal Year 2023-2024 tentative budget in the amount of \$170,193,775. Pursuant to State Statute, the Fiscal Year 2024 budget will be effectively capped through Council adoption of the resolution. The final budget may be less than or equal to the tentative budget amount, however it may not exceed it. The state budget forms are provided with the resolution. She added that at the last work session, Ms. Yarbrough summarized the changes from the tentative budget book. These changes are outlined in the memo along with three new updates to the General Fund, LTAF and HURF. The tentative budget has been posted to the City's website, and to-date, there have not been any public comments received. Lastly, she reminded everyone that the approval of the final budget is scheduled for July 27, 2023, and the resolution to adopt the property tax levy is scheduled for August 10, 2023.

Council Member Benning noted that the proposed tax levy has gone down this year from .1098 to .1056.

Item 5 Discussion and Possible Approval of Resolution 2023-052, Approval of the Fiscal Year 2024-2025 Strategic Plan – Ms. Yarbrough presented the 8th Strategic Plan that maintains

Council's four focus areas from their last plan, Invest, Ignite, Innovate, and Include. Within these focus areas, Council has identified 21 priorities for action over the next two years. If Council approves the resolution, those priorities will be assigned to staff. She will then go through the regular process of presenting Council the implementation plan in the next couple months and then reporting on the Plan every six months. Based on the discussion held last week, two additional items were added under Priority 12 on Page 5 and those were Initiative 12.1, develop a special event policy and Initiative 12.2 evaluate and present to council an option for a new citywide event. The rest of the Plan is as Council has seen for the past two work sessions.

Item 6 Discussion and Possible Approval of Resolution 2023-053, Approving the proceedings of the Industrial Development Authority of the City of Sierra Vista regarding the issuance of its education facility revenue bonds (American Leadership Academy Project), Series 2023 in an amount not to exceed \$180,000,000

Mayor Pro Tem Umphrey asked if these bonds are for the school going in Sierra Vista. Mr. Potucek stated that she is correct.

Ms. Slania stated that the Sierra Vista Industrial Development Authority has already acted to approve this for two locations, one in Florence and one in Waddell, Arizona. The American Leadership Academy has several bond issues in the number of locations, and they are looking to expand. This also accounts for putting some equipment in their other locations for the size of this bond issue, \$180,000,000 not to exceed. He added that he expects that it will be less than that, but as a reminder the City nor the Sierra Vista Industrial Development Authority incur any liability or extend their credit in any way, shape, or form. These are limited revenue bonds limited to the revenues of that charter school system.

The Sierra Vista Industrial Development Authority is receiving an annual fee for this. They have two options that they have presented to the borrower. One is to do an annual fee for the length of the bonds, and the others to do the upfront. They have not determined which they are going to choose, but at the size of this bond issue, they anticipate that if it is an annual fee, it could be somewhere just shy of \$100,000 per year. If it is an upfront fee, it would be somewhere in the range of \$500,000 a year. That is assuming that the issue size is close to what Council is approving.

Mr. Simonton stated that there is an American Leadership Academy campus in Sierra Vista and clarified that this bond is not for that campus.

B. Report on Recent Trips, Meetings and Future Meetings

Council Member Messmer announced the first meeting of the Arts, Humanities, and Cultural Diversity Commission is scheduled for Tuesday, June 20, 2023, at 5:00 p.m. at the Oscar Yrun Community Center.

C. Future Discussion Items and Council Requests

Council Member Benning requested a briefing of the West End development that highlights where it started and where it is currently at.

Council Member Rodriguez requested to have a listing of all the State Bills that will affect the City in the future included in the budget to show what the City gets from rental things, food tax, etc.

Mr. Potucek asked Council Member Rodriguez if he is asking for the impacts of the bills that are being signed and what they might mean to the City budget revenue wise. Council Member Rodriguez stated that he would like to see this in the budget book, to keep the public informed of how their votes have an impact, and why their votes are important. This way they can see how these bills affect the City locally. He added that he believes that if the City can convey it in that fashion, to show where it goes into the City, people would be more aware because sometimes these things look like good things, but they are not all that good, and no one is going to subsidize those losses.

Council Member Johnson stated that it is his understanding that the rental tax is back on the table, but Governor Hobbs previously vetoed that, and will probably do so again.

3. Adjourn

Mayor Pro Tem Umphrey adjourned the June 12, 2023, work session of the Sierra Vista City Council at 3:17 p.m.

Carolyn Umphrey, Mayor Pro Tem

Minutes prepared by:

Attest:

Maria G. Marsh, Deputy Clerk

Jill Adams, City Clerk