

Sierra Vista City Council
Meeting Minutes
May 13, 2021

Mayor Mueller called the May 13, 2021, City Council Regular Meeting to order at 5:00 p.m., City Hall Council Chambers, 1011 N. Coronado Drive, Sierra Vista, Arizona.

Roll Call:

Mayor Rick Mueller – present
Mayor Pro Tem Rachel Gray – present
Council Member William Benning – present
Council Member Gregory Johnson - present
Council Member Angelica Landry – present
Council Member Sarah Pacheco – present (5:07 p.m.)
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, Leisure and Library Services Director
Matt McLachlan, Community Development Director
Sharon Flissar, Public Works Director
Jill Adams, City Clerk
Tony Boone, Economic Development Manager
Nathan J. Williams, City Attorney

Invocation – Pastor Greg Rowles, God is Good Church, conducted the invocation.

Pledge of Allegiance – Council Member Johnson led the Pledge of Allegiance.

Item 1 Acceptance of the Agenda

Council Member Landry moved that the agenda for the Regular City Council Meeting of May 13, 2021, be approved. Council Member Benning seconded the motion. The motion unanimously carried, 6/0. Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Landry, Johnson, and Umphrey voting in favor.

City Manager's Report: Mr. Potucek announced that the regular City Council Work Session is scheduled at 3:00 p.m. on May 25, 2021, in the City Manager's Conference Room that will include the normal update, discussion on the Council's Policy and Procedures Manual, Council Executive Report and a budget update. The regularly scheduled City Council Meeting on May 27, 2021, at 5:00 p.m. is also in Council Chambers. He also announced that two bids were received on April 30, 2021, for the North Garden Avenue/Fry Boulevard Improvements Phase I Project; however, both were significantly overbudget to the tune of about \$800,000. Staff met and decided on what to cut out of the Project and to have it proceed with the length from Carmichael to North Garden, and the Gate. Those determinations have been made and the project will be rebid. He added that there are other ways that can address some of the shortfalls, including maybe putting some of the items in the Phase II Project that are being discussed, but

staff is working fast due to the tight timeframe so that the project can be done by next summer. The final numbers for the EMS Substation Design-Build Phase are not due until later in the summer, but higher costs are anticipated with this project; therefore, some budget changes are being made that will be presented to Council during the next work session. He also announced that on a positive note, the March sales tax numbers are in, and year over year from March 2020 to March 2021, there was a 28 percent increase in sales tax receipts, which is probably the most significant number he has seen in many years. This puts the city at almost 10 percent up over 2020 for the fiscal year, which is also a very significant number. Internet sales and shopping local seem to be paying off for the city. The Apron and Taxiway J Rehabilitation Project is scheduled to start in the summer; the Street Maintenance Pavement Patching, Crack and Sand Seal Construction Project is already out with KE&G that is expected to be completed by June 15, 2021; and the Police Department Locker Room Remodel is expected to be completed before June 30, 2021.

Item 2 Consent Agenda:

Item 2.1 Approval of the Regular City Council Meeting Minutes of April 22, 2021

Item 2.2 Resolution 2021-027, Granting an Electrical Utility Easement to Sulphur Springs Valley Electric Cooperative for the Canada Vista Subdivision

Item 2.3 Resolution 2021-028, Designating David J. Felix, Chief Financial Officer, as the person authorized to sign and submit the City's Annual Expenditure Limitation Report for FY 2021

Item 2.4 Resolution 2021-029, Designating David J. Felix, Chief Financial Officer, as the person authorized to sign and submit the City's Annual Expenditure Limitation Report for FY 2022

Council Member Johnson moved that the Consent Agenda consisting of the regular City Council Meeting Minutes of April 22, 2021, Resolution 2021-027, granting an electrical utility easement to Sulphur Springs Valley Electric Cooperative for the Canada Vista Subdivision, Resolution 2021-028 and Resolution 2021-029, both designating David J. Felix, Chief Financial Officer, as the person authorized to sign and submit the City's Annual Expenditure Limitation Report for FY 2021 and FY 2022, be approved. Mayor Pro Tem Gray seconded the motion. The motion unanimously carried, 7/0. Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Landry, Johnson, Pacheco, and Umphrey voting in favor.

Public Hearing:

Item 3 Resolution 2021-030, Codification of Code of Ordinances and declaring a 30-day Public Record

Council Member Umphrey moved that Resolution 2021-030, codification of Code of Ordinances, and declaring a 30-day public record, be approved. Council Member Benning seconded the motion.

Ms. Adams stated that this is the first step in the process to formally incorporate the ordinances passed by the Council in the period of 2019 through the current 2021 into City Code and become part of the official city record. The ordinances being codified in this action are primarily Development Code items, some annexations, and a few of the City Code that are listed in the staff memo attached to the resolution submitted in Council's packets. If approved, a 30-day public comment period will start after which in the second meeting June, this item will come back before Council in the form of an ordinance for a final vote, and 30-days after that will also become a part of the City Code.

The motion unanimously carried, 7/0. Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Landry, Johnson, Pacheco, and Umphrey voting in favor.

Item 4 Resolution 2021-031, Development Code Text Amendment to Section 151.22.026, Recreational Vehicle Park (RVP) Overlay District and declaring a 30-day Public Record

Mayor Pro Tem Gray moved that Resolution 2021-031, Development Code text amendment to Section 151.22.026, Recreational Vehicle (RV) Park Overlay District and declaring a 30-day public record, be approved. Council Member Umphrey seconded the motion.

Mr. McLachlan stated that this proposal was developed by staff to help facilitate the redevelopment and revitalization of the manufactured home parks in the Infill Incentive Districts. There are four parks on the West End that are under new ownership and going through various states of transition. There is a significant effort underway to demolish and remove the old pre-Hud mobile homes that have resulted in a large inventory of empty, idle, non-revenue producing spaces.

The Department finds that creating additional opportunities for short-term rental can improve the economic viability of parks and potentially lead to further investments. The substance of the amendments involves establishing an RV Park Overlay District that would allow recreational vehicles as a primary or secondary use within a manufactured home park. Currently parks are permitted to at least up to 30 percent of the overall spaces for recreational vehicles. The Overlay District would remove that cap, provided certain Development Code standards are met.

The Overlay makes a hybrid option available that melds the district requirements for recreational vehicle parks with the regulations for manufactured home parks. This will enable a manufactured home park owner to flex the spaces on an interim or long-term basis to adjust to market demand. Currently an owner wanting to exceed the 30 percent threshold would need to rezone all or a portion of the property to a standard Recreational Vehicle Park District. The Recreational Vehicle Park District does not permit manufactured homes; therefore, if the demand for recreational vehicles drops, the owner would have to go through a second rezoning process to revert to the Mobile Home District. The proposed amendments make the permitting more efficient and predictable, which is consistent with the Council's strategic guidance for code amendments.

Staff finds that large, centrally managed manufactured home parks, which is a type of rental community, currently have or will put in place the necessary landscape buffers to maintain compatibility with surrounding uses. The layout and infrastructure of the manufactured home parks coupled with the required facilities under the proposed regulations make them potentially suitable locations for increased recreational vehicle park usage. The hope is for one or more of these properties to evolve into a full fledge amenitized, good quality recreational vehicle park that will accommodate tourist and snowbirds visiting the southwest in the community.

Development standards:

- No more than one recreational vehicle would be permitted on an approved space; therefore, the overall density of the development will remain the same.
- Each space needs to be clearly and permanently marked with a space number.
- Fire pits would be restricted to designated communal areas.
- Community laundering and shower facilities must be provided at the ratios discussed for washers, dryers, and shower stalls to meet the anticipated usage requirements.

- Storage units containing a volume of no less than 180 cubic feet shall be provided for 25 percent of the designated recreational vehicle spaces when the number of recreational vehicles space exceed 30 percent of the overall spaces within the park. These units may be placed individually on the recreational vehicle space or consolidated into a single storage structure if it is within a recreational vehicle designated area or common area.

Landscaping, screening, and buffering:

- A minimum 10-foot-wide landscape buffer is required to be maintained along exterior property lines, and if the exterior boundary does not include a wall, continuous hedge or shrubs that reach at least six feet in height at maturity may be used as a screening device.
- Street trees spaced 50 feet on center are also required to be installed and maintained.

The West End Commission was briefed on this proposal, and they expressed their support. There is unanimous approval by the Planning and Zoning Commission, and their feedback has been factored into the proposal.

Mr. McLachlan stated that Good Living Ventures submitted a letter in support of the overlay. He introduced, Ben Wilde, Architectural, Design and Planning Manager, who can provide comment, progress, and vision for the parks that they have acquired. The requested action is to place the amendments as shown on Exhibit A into the public record for a 30-day review period. The ordinance will be scheduled for adoption at the June 24, 2021 Council Meeting.

Ben Wilde, Good Living Ventures Architectural and Planning Manager, stated that they are a real estate investment company focused on affordable housing and recreational vehicles, particularly the mobile home and recreational vehicle park space. He added that their primary business model is that they purchase parks that are distressed and need improvement. They make those investments and through that see better communities, better design, and better occupancy. He further added that his job as the architectural and planning manager is to put forth those plans. They worked very closely with Mr. McLachlan on the proposed Recreational Vehicle Park Overlay District and are in full support of it. The Overlay will allow them to bring recreational vehicles into their parks at a quicker rate than they can fill them with mobile homes because mobile homes set, and leasing takes longer. They also see a real potential for the Sierra Vista market to become a tourist destination for one of the parks that they own. This would be an area for snowbirds and short-term recreational vehicles occupying potentially a 250-space park leading to transient tax for the city. However, the current state of the parks being transformed into a highly amenitized, well-run community, which is a far cry from where it currently was when they bought it.

Mr. Wilde noted that they are thankful for the relationship with the city as they have been able to have a great relationship with Mr. McLachlan and receive great feedback on potential rezoning through the whole process.

Mayor Mueller thanked Mr. Wilde and his company for their efforts in cleaning several parks, which has been a sore issue for a long time on the West Side. He noted that it looks like there is finally a solution, and they just need to continue work as partners to grow and make that a profit center for him and a better place for the folks in town to live as well as the visitors, who hopefully will eventually live in the city.

Council Member Benning asked Mr. Wilde, if his primary objective for the primary lot to always be for recreational vehicles. Mr. Wilde stated that they do not have the data to support that full

fledge move at this time, but they would like to test that option for full recreational vehicle optionality at the Sierra Grande Mobile Home Park.

Council Member Benning thanked Mr. Wilde for investing in Sierra Vista, a great place to live in.

Council Member Umphrey thanked Mr. Wilde for contacting the West End Commission. They loved everything that he shared with them about the work being put into the park. She added that she likes this idea because it feels like recreational vehicles are becoming more popular, and she would like to accommodate that.

The motion unanimously carried, 7/0. Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Landry, Johnson, Pacheco, and Umphrey voting in favor.

New Business:

Item 5 Resolution 2021-032, Authorization to Accept Arizona Department of Administration, Office of Grants and Federal Resources, Arizona 9-1-1 Program (GFR Grant Number: GFR-ADOA-AZ911-22-02A)

Council Member Benning moved that Resolution 2021-032, acceptance of the Arizona Department of Administration, Office of Grants and Federal Resources, Arizona 9-1-1 Program Grant, be approved. Council Member Umphrey seconded the motion.

Police Chief Thrasher stated that Ms. Papatrefon sent her regrets because she could not be present. He proceeded to state that the Arizona Department of Administration, Office of Grants and Federal Resources, Arizona 9-1-1 Program has allocated funds to provide 9-1-1 emergency telephone services, software, and equipment through FY21 throughout the State of Arizona. The 9-1-1 calls are delivered over a stand-alone network allowing callers to be specifically routed to the nearest Primary Service Answering Points (PSAPs). To provide efficient and effective 9-1-1 services the network requires equipment maintenance and software updates.

In her role as Cochise County 911 Administrator, the SEACOM Administrator applied for and was awarded a grant through Arizona Department of Administration to fund 9-1-1 services throughout the City of Sierra Vista and Cochise County. The grant funds will reimburse the all the PSAPs and the County for costs associated with funding 9-1-1 services, including but not limited to monthly service fees, equipment maintenance, and software updates. This award covers a period through June 30, 2023, and the total amount of the award is \$415,529.00.

The motion unanimously carried, 7/0. Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Landry, Johnson, Pacheco, and Umphrey voting in favor.

Item 6 Resolution 2021-033, Authorization to Accept Arizona Department of Administration, Office of Grants and Federal Resources, Arizona 9-1-1 Program (GFR Grant Number: GFR-ADOA-AZ911-22-02B)

Council Member Johnson moved that Resolution 2021-033, acceptance of the Arizona Department of Administration, Office of Grants and Federal Resources, Arizona 9-1-1 Program Grant, be approved. Council Member Benning seconded the motion.

Police Chief Thrasher stated that this is like Resolution 2021-032. The Arizona Department of Administration provides funds to contract with DATAMARK for Geographical Information Systems

(GIS) data management software and data support services. This allows for the 9-1-1 calls to come up on the screens with geographical data, the actual point especially for cell phone data. Having proper addressing and geographical data is important. This grant allows for the update of all that GIS system in the County as part of the grant. The grant covers award period through March 31, 2022 for the total amount of \$79,576.00.

Council Member Landry stated that she is happy to see these grants coming through to support SEACOM.

The motion unanimously carried, 7/0. Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Landry, Johnson, Pacheco, and Umphrey voting in favor.

Item 7 Resolution 2021-035, Arizona State Parks and Trails Land and Water Conservation Fund (LWCF) Grant Application

Council Member Pacheco moved that Resolution 2021-035, Arizona State Parks and Trails Land and Water Conservation Fund Grant Application, be approved. Council Member Umphrey seconded the motion.

Ms. Flissar stated that this agenda item will authorize staff to apply for a grant to the Arizona State Parks and Trails Land and Water Conservation Fund. Staff has applied for Arizona State Parks grants for a variety of parks improvements in the past and has found them to be a good match for city projects. This grant is focused on water conservation. If the grant application is successful, the funding will be applied towards irrigation improvements at Veterans Memorial Sports Complex. The existing irrigation system at the complex is antiquated and nonfunctional. By repairing the adjacent well at Veterans Memorial Park and replacing the irrigation system and converting the football field to artificial turf at Veterans Memorial Sports Complex, significant water savings can be realized over the life of the facility. This work will also prepare the infrastructure in those areas for all future improvements, while avoiding private water utility cost by connecting to the city's well. The total estimated cost of the project is \$3 Million and the grant, if approved would award a maximum of \$1.5 Million. A 50 percent match is required so the city's contribution would also be \$1.5 Million plus a six percent surcharge to reimburse the State for their cost in administering the grant. Matching funds have tentatively been budgeted in the next fiscal year, pending the outcome of the grant application.

Ms. Flissar stated that Ms. Wilson is also available for any questions regarding the project or parks-related issues.

Council Member Johnson asked if this would also include infrastructure for restrooms because he is aware that this has been a big issue at all the park areas. Ms. Flissar stated that this grant does not include restrooms. This is for irrigation and artificial turf improvements; however, restrooms are potentially in larger master plans for Veterans Memorial Park.

Mayor Mueller asked Council Members not to get confused and noted that the restrooms for the ball fields located east of City Hall are part of a different project and set of monies, but it is also on the overall Parks Master Plan.

Council Member Benning stated that he spoke to Ms. Wilson and the Parks and Recreation Commission about this. The pipes are underground and if they leak, staff does not know where it is coming from; therefore, workers must dig holes to try and find the leak. The project alone in this aspect will save money. He commended Ms. Flissar and Ms. Wilson for their work.

The motion unanimously carried, 7/0. Mayor Mueller, Mayor Pro Tem Gray and Council Members Benning, Landry, Johnson, Pacheco, and Umphrey voting in favor.

Call to the Public

Michael DeCarlo explained that he had been ill and unable to attend the meetings. He stated that he moved out of his house, motivated by the tax put on nursing home beds and added that he is in the process of moving back to Ohio where he grew up. He further stated that SEACOM is a good thing when only dealing with fire and medical emergencies, but there are different layers of government: federal government and they are involved with the Fort and Forestry and the State has given them \$500,000; county government that should have a share of running SEACOM because this is a political mixture; city government that has created an enterprise, which everyone knows that in government it is nothing more than a monopoly. This is a conglomeration of four layers of government, including law enforcement, sharing information and a fusion center that opens a can of worms where people could be spied on because the information is being shared. He also suggested doing a pay freeze across the board versus giving staff a two percent increase since the city was shut down for a year and repairing the holes at Timothy Lane Park. He further recommended repurposing the \$100,000 towards the parks and that \$7,000 be budgeted to purchase a generator, an extension cord and power strip to solve the problem, saving \$93,000. Lastly, he commented on the tax's receipts, isolation/lockdowns compared to freedom – people are out, and people can buy so much hand sanitizer and masks online that can be taxed, let alone the plexi glass and wood for frames.

Mr. DeCarlo addressed Police Chief Thrasher regarding the 9-1-1 grants, stating that the state where he is moving to lost power and found out that the installation, primary and alternate power supplies, were plugged into the same source.

Comments and Requests of the Council

Council Member Johnson announced his 29th wedding anniversary.

Council Member Landry congratulated Council Member Johnson and his wife and announced that the Huachucans are sponsoring the Sierra Vista Open, which starts on Friday, May 14, 2021 through Saturday, May 15, 2021. She encouraged people to show extra love to the teachers as they have been through so much, especially this past year, and announced the Sky Islands Summit Challenge and Sips and Skies at Veterans' Memorial Park. In closing, she shared that she has been hitting the trails, which are beautiful, and she encourages people to go out on the trails because Sierra Vista is a great place. Mayor Mueller added that people can sign up for the Sips and Skies event at [eventbrite.com](https://www.eventbrite.com).

Council Member Pacheco announced her resignation and stated that it has been an absolute pleasure to serve the City of Sierra Vista. She shared that the pandemic affected her family, and they ended up leaving jobs that they had for 14 years and their home of 12 years; however, they purchased a home located outside the city limits. She further stated that her experience on Council has brought an appreciation because the time and dedication that it takes is a thankless/ time-consuming job. People on Council love the town and although, they may not always agree, they all love the town, which is important for everyone to know. Council Members may have different views on what is best, but they all want what is best for the town, and for the future of Sierra Vista. In closing, she voiced her appreciation for the mentorship and fellowship by Council Members and staff and hopes that during her time on Council that she was able to

bring a focus to the disadvantaged people of the community, which she plans on continuing, she also brought a different perspective, but a good Council is one that represents diversity so that there can be good discussions, which make a healthy governing body. Lastly, she stated that she is proud of the community and excited about the Fry Forward Project and that fact that the city is now the Hummingbird Capital of Arizona.

In response to Mayor Mueller, Council Member Pacheco stated that her last day on Council will be May 19, 2021. Mayor Mueller noted that there is time to go through the process to ask for applications for Council Member Pacheco's replacement for the remainder of her term. He thanked Council Member Pacheco for her service and added that he agrees whole heartedly with her on the importance of diversity of opinion. He voiced his appreciation on her perspective on things, even though they did not always agree, but a well thought out opinion makes the Council better.

Council Member Umphrey wished a happy anniversary to Greg and Suzanne, voiced her appreciation to Council Member Pacheco and noted that she is glad that she is still going to be in the community. She thanked the 15 teachers and staff from the Sierra Vista Unified District who retired or are retiring at the end of the year and noted that all of them combined add up to 444 years of service to the District. The Education Foundation held a retirement dinner for them, and it speaks to how special the community is. People are still going into teaching, especially after last year and in dealing with the pandemic. Lastly, she announced that the city is officially the Hummingbird Capital of Arizona, even though the city had self-imposed that they were the Hummingbird Capital of the United States. She thanked former Council Member Calhoun for coming up with the idea and Representative Gail Griffin for making sure that it got signed.

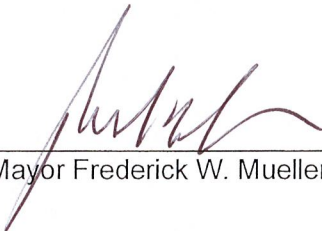
Council Member Benning congratulated Greg and wished Mr. DeCarlo well, encouraged him to stay active and to remember that even though he was in the Navy, "tie Navy, always got your six". He asked people to keep all teachers and administrators in their mind, announced that he is a guest speaker for PPEP Tec's commencement on Friday, May 14, 2021, and congratulated all seniors as they graduate. He also congratulated his daughter on graduating with a Mechanical Engineering Degree from ASU's Honor College, Magna Cum Laude and with honors and shared that in one more year, she will have her masters in Aerospace Engineering. Lastly, he voiced his excitement over the Parks Master Plan, which he was able to see because he is the liaison to the Park and Recreation Commission. He gave kudos to Ms. Wilson and Mr. McLachlan, who worked hard along with their staff, and asked Council to not only look at the numbers, but to hear everything else out foremost because the Parks Master Plan shows a lot of good things that are forthcoming.

Mayor Pro Tem Gray wished Council Member Johnson a happy anniversary, thanked Council Member Pacheco for her time on Council, work for the community, wished her luck with everything, and noted that she is sure that she will be seeing her around town. She congratulated Sierra Vista for the Hummingbird designation and acknowledged former Council Member Calhoun for her work on this, Council Member Umphrey who helped carry that through after Council Member Calhoun was off Council, Ms. Hector for getting all the numbers and statistics together so that those could be presented in an organized/informed way, Representative Griffin and Mayor Mueller. Lastly, she announced National Police Week and thanked the police officers for all their work in keeping the community safe. She also recognized Melanie Edwards Barton, Sierra Vista Chamber Director, and stated that things are opening back up and encouraged people to look for these events, i.e., the Chamber's Networking at noon on the last Wednesday of the month, which is a great way to get together with people that are running businesses and trying to make things work.

Mayor Mueller stated that he forgot to wish a Happy Mother's Day during the last Council meeting and to thank all mothers, grandmothers, aunts, stepmothers, and adopted mothers for all that they do for the community. He announced that the July 4th festivities are going to be full-on except for the events for the children on July 3rd; however, there will be a band in the park as well as fireworks. He announced that Armed Forces Day and Peace Officers Memorial Day, are both on May 15, 2021, and asked people to remember folks that are currently serving throughout the country, announced that on Memorial Day, there will be a virtual ceremony at Veterans Memorial Cemetery, a ceremony on the Fort that may be by invitation only, and a service at 11:00 a.m. or 11:30 a.m. by the Veterans Group at the Cochise Memory Garden. In closing, he thanked Council Member Pacheco and voiced his appreciation in that she brought intellectual diversity to the Council and noted that he looks forward to continuing to work with her.

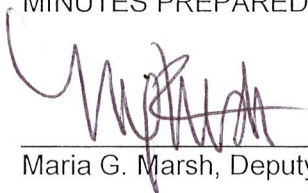
Adjournment

Mayor Mueller adjourned the May 13, 2021, meeting of the Sierra Vista City Council at 5:47 p.m.



Mayor Frederick W. Mueller

MINUTES PREPARED BY:



Maria G. Marsh, Deputy Clerk

ATTEST:



Jill Adams, City Clerk