

November 28, 2023

MEMORANDUM TO: Honorable Mayor and City Council

THRU: Charles P. Potucek, City Manager
Barbara Fleming, Human Resources Manager

FROM: Shanna Melanson, Human Resources Analyst

SUBJECT: Request for Agenda Item Placement
Resolution 2023-092
Appointment to SV Employee Benefit Trust Board

Recommendation:

The City Manager recommends approval.

The Chief Human Resources Officer recommends approval.

Initiated by:

Shanna Melanson, Human Resources Analyst

Background

The Sierra Vista Employee Benefit Trust provides insurance benefits to eligible employees, retirees, and their dependents. The Trust consists of five persons appointed by the City Council as Trustees: one City Council member, one full-time employee of the City, and three City residents.

The Employee Benefit Trust has a full-time employee vacancy due to the expiration of trustee Barbara Fleming's term on December 31, 2023. It is recommended to reappoint Barbara Fleming to the full-time employee vacancy with said term to expire December 31, 2026.

The Employee Benefit Trust also has two City resident vacancies due to the expiration of trustees Neil Gago and Ronald York's terms on December 31, 2023. It is recommended to reappointment Mr. Gago and Mr. York with said terms to expire December 31, 2026.

Budget Appropriations:

Not applicable.

RESOLUTION 2023-092

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, COCHISE COUNTY, ARIZONA; REAPPOINTMENT OF BARBARA FLEMING, NEIL GAGO, AND RONALD YORK TO THE EMPLOYEE BENEFIT TRUST BOARD, SAID TERMS TO EXPIRE DECEMBER 31, 2026; AND AUTHORIZING AND DIRECTING THE CITY MANAGER, CITY CLERK, CITY ATTORNEY OR THEIR DULY AUTHORIZED OFFICERS AND AGENTS TO TAKE ALL STEPS NECESSARY TO CARRY OUT THE PURPOSES AND INTENT OF THIS RESOLUTION.

WHEREAS, City Council has created the Employee Benefit Trust to advise and make recommendations to the City Manager on subjects relating to the City's self-funded insurance plans; and

WHEREAS, the Trustees consist of one City Council member, one full-time City employee and three City residents; and

WHEREAS, one full time City employee and two City resident vacancies now exist on the Trust; and

WHEREAS, it is in the best interest of the City that this Trust continues to function with a full body of members.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, ARIZONA, AS FOLLOWS:

SECTION 1

That the Council policy of filling vacancies on boards and commissions when qualified applicants are available, most recently affirmed be, and hereby is, reaffirmed.

SECTION 2

The Mayor and City Council hereby reappoint Barbara Fleming to the Employee Benefit Trust Board, said term to expire December 31, 2026.

SECTION 3

The Mayor and City Council hereby reappoint Neil Gago to the Employee Benefit Trust Board, said term to expire December 31, 2026.

SECTION 4

The Mayor and City Council hereby reappoint Ronald York to the Employee Benefit Trust Board, said term to expire December 31, 2026.

SECTION 5

The City Manager, City Clerk, and City Attorney, or their duly authorized officers and agents, are hereby authorized and directed to take all steps necessary to carry out the purposes and intent of this resolution.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, ARIZONA, THIS 14TH DAY OF DECEMBER 2023.

Clea McCaa II
Mayor

Approval as to Form:

Attest:

Nathan J. Williams
City Attorney

Jill Adams
City Clerk

Prepared by:
Shanna Melanson, Human Resources Analyst



City of Sierra Vista

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APPLICATION TO CITY BOARD/COMMISSION

DATE: _____

BOARD/COMMISSION: _____

NAME: _____ TELEPHONE: _____ / _____
(HOME) (WORK)

E-MAIL ADDRESS: _____

ADDRESS: _____ CITY: _____ ZIP: _____

MAILING ADDRESS: _____

CITY RESIDENT? ____ REGISTERED TO VOTE IN CITY? ____

EDUCATION: _____

OCCUPATION: _____

PROFESSIONAL/COMMUNITY ACTIVITIES: _____
(IF RETIRED, INDICATE FORMER OCCUPATION)

QUALIFICATIONS/INTEREST IN BOARD/COMMISSION: _____

REFERENCES: 1. _____
(NAME) (ADDRESS) (PHONE)

2. _____
(NAME) (ADDRESS) (PHONE)

THIS APPLICATION WILL BE KEPT ON FILE FOR A PERIOD OF ONE YEAR FROM ABOVE DATE.

AS A CANDIDATE TO A COUNCIL APPOINTED BOARD/COMMISSION/COMMITTEE, YOUR NAME, ADDRESS AND PHONE NUMBER WILL BE AVAILABLE TO THE PRESS AND PUBLIC UPON REQUEST.

(APPLICANT'S SIGNATURE)