



## CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minute summary of the regular meeting of the City Council of Sierra Vista held on the 22<sup>nd</sup> day of January 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 12<sup>th</sup> day of February 2015

SEAL

A handwritten signature in black ink, appearing to read "Maria G. Marsh", is written over a horizontal line.

Maria G. Marsh  
Deputy City Clerk

A handwritten signature in black ink, appearing to read "Jill Adams", is written over a horizontal line.

Jill Adams  
City Clerk

Sierra Vista City Council  
Meeting Minutes  
January 22, 2015

Mayor Mueller called the January 22, 2015 City Council Meeting to order at 5:00 p.m., City Hall Council Chambers, 1011 N. Coronado Drive, Sierra Vista, AZ

Roll Call

Mayor Rick Mueller – present  
Mayor Pro Tem Bob Blanchard – present  
Council Member Alesia Ash – present  
Council Member Gwen Calhoun – present  
Council Member Rachel Gray – present  
Council Member Hank Huisking – present  
Council Member Craig Mount – present

Others Present:

Chuck Potucek, City Manager  
Mary Jacobs, Assistant City Manager  
Adam Thrasher, Deputy Police Chief  
Ron York, Deputy Fire Chief  
Scott Dooley, Public Works Director  
Jenifer Thornton, Management Analyst  
Victoria Yarbrough, Leisure and Library Services Director  
Judy Hector, Marketing and Public Affairs Manager  
Pam Weir, Management Analyst  
Nathan Williams, City Attorney  
Jill Adams, City Clerk  
Sister Cities Commissioners  
Buena High School Student Ambassadors

Invocation – Council Member Calhoun conducted the invocation.

Pledge of Allegiance – Mayor Pro Tem Blanchard led the Pledge.

Item 1 Acceptance of the Agenda

Council Member Gray moved that the agenda for the Regular City Council Meeting of January 22, 2015, be approved. Council Member Huisking seconded the motion. The motion carried unanimously, 7/0.

Awards and Presentations

A presentation by the Sister Cities Commission regarding the students' trip to Germany was made and a proclamation declaring January 22, 2015, as Kiwanis International Day was presented to Marge Carrithers, Lt. Governor of Southwest District Kiwanis District 8.

City Manager's Report - Mr. Potucek made the following announcements:

- Council Work Session on February 3, 2015 at 4:30 p.m. in City Hall Council Chambers regarding legislative update by Triadvocates;

- Council Work Session on February 10, 2015 at 4:30 p.m. in City Hall Council Chambers regarding City Manager update;
- The CDBG Good Neighbor Alliance Improvements Project was awarded to KE&G for \$164,000 contract amount with the project to begin the first week of February;
- The City will be advertising the Professional Services and Engineering Contracts which expire on June 30<sup>th</sup>;
- The City received two appraisals from Baker, Peterson, Baker for the four parcels currently being leased on the Westside to Cox Communications and Insite;
  - o The parcels will be sold at public auction; and
  - o The auction will be held in three to four weeks.

## Public Hearings

Item 2 Resolution 2015-004, Application for an interim permit, new license, Series 10, corporation-type of ownership for Roger Kenneth Burton for Western Refining Retail, LLC dba Giant Store #657 at 1497 E Fry Boulevard, Sierra Vista, Arizona

Council Member Mount moved that Resolution 2015-004, an application of an interim permit, new license, Series 10, corporation-type of ownership for Roger Kenneth Burton for Western Refining Retail, LLC dba Giant Store #657 at 1497 E Fry Boulevard, Sierra Vista, Arizona, be approved. Mayor Pro Tem Blanchard seconded the motion.

Ms. Adams stated that an application was submitted by Western Refining Retail Store located on the Northwest corner of Lenzner and Fry for an interim, new Series 10 liquor license, which permits them to sell only beer and wine. The store is currently operating and it is a corporate restructuring. The notice of the public hearing was posted on the premises for the required 20 days, and no comments have been received pro or con. The police department did the required background check and the department has no objection to proceeding with the license issuance.

The motion carried unanimously, 7/0.

Item 3 Resolution 2015-005, Application for a new license, Series 12, limited liability-type of ownership for Javier Ramos Mora for Taco Giro SV, LLC dba Taco Giro Mexican Grill, 2097 E. Fry Boulevard, Sierra Vista, Arizona

Council Member Gray moved that Resolution 2015-005, an application for a new license, Series 12, limited liability-type of ownership for Javier Ramos Mora for Taco Giro SV, LLC dba Taco Giro Mexican Grill, 2097 E. Fry Boulevard, Sierra Vista, Arizona, be approved. Council Member Huisking seconded the motion.

Ms. Adams explained that the application is for a new restaurant liquor license for Taco Giro that is opening up in the former Quinteros, across from Safeway on Fry Boulevard. The notice of the public hearing was posted and no comments have been received from the public. The background check was performed by the police department and they have no objection to the license moving forward.

The motion carried unanimously, 7/0.

## New Business

Item 4 Approval of the Regular City Council Meeting Minutes of January 8, 2015

Council Member Ash moved that the Regular City Council Meeting Minutes of January 8, 2015, be approved. Council Member Calhoun seconded the motion. The motion carried unanimously, 7/0.

Item 5 Resolution 2015-006, Tasking the Citizens' Advisory Commission (CAC) with evaluating current service delivery needs, city-controlled revenue sources, and community expectations, and making recommendations regarding the city-controlled revenue sources to meet the community's anticipated service, facility, and infrastructure needs consistent with the voter-approved VISTA 2030 General Plan

Council Member Mount moved that Resolution 2015-006, Tasking the Citizens' Advisory Commission (CAC) with evaluating current service delivery needs, city-controlled revenue sources, and community expectations, and making recommendations regarding the city-controlled revenue sources to meet the community's anticipated service, facility, and infrastructure needs consistent with the voter-approved VISTA 2030 General Plan, be approved. Council Member Ash seconded the motion.

Mr. Potucek stated that it has been discussed during the Council's retreat, during the recent work session and reported in the Sierra Vista Herald, that the City faces an acute budget situation moving into next year that may extend over the next several years. The combination of the slowed economy due to events on Fort Huachuca, the anticipated increase cost in the General Fund of about \$550,000 in the public safety retirement system and other budget pressures are creating a situation which makes the City's current service delivery standards unsustainable going forward with the current tax structure that the City has.

Mr. Potucek stated that it is staff's recommendation that the Citizens' Advisory Commission (CAC), as they have done in the past, take a look at primarily the City's General Fund, revenue sources that are under Council-control, and service levels being performed by the various departments in the City to look at where the City can make service level adjustments or cuts, as well as adjust the City's revenue sources to meet the challenges that the City faces going forward over the next 5-7 years. Staff thinks that it is prudent because of the situation to do that and staff knows that the CAC has done a very good job assisting the City in that process and in bringing it to the public for their input.

The City has already taken steps internally to cut back on certain projects and personnel costs in preparation for next year's budget to include projects, i.e., the tearing down of the front building at King's Court and the old maintenance bays at the North Avenue facility, as well as re-implementing a hiring freeze and using attrition in order to achieve another 10 to 15 fewer positions in the City budget moving forward. Staff is on top of it and he believes that the City can get through this; but he also thinks that good solid recommendations from the CAC are in order at this time.

Council Member Ash stated that as a member of the Council, public input is very important to her and she wants to make sure that each alternative proposed by the CAC properly reflects the Council's priorities as a community. One of the parameters of the proposed resolution is for the CAC to provide a public input strategy and so she wonders what that strategy looks like so that Council can ensure that the citizens' voices are heard.

Ms. Jacobs explained that at this point, staff does not have a firm strategy; but once staff gets initial input from the Chair and the rest of the CAC, staff will provide to the CAC some opportunities for and suggestions on what that might look like. From past experience, staff will be including in that recommendation both an in-person opportunity for that input as well as using technology. Staff wants to have as broad as a reach as possible can; but given the time constraints, staff will also be recommending to the CAC some limited options on a short term basis.

Ms. Jacobs stated that she will also be recommending to the CAC that it not be open-ended questions but that the public engagement component happen towards the end of their discussion so that there is actually something for the community to respond to and to consider. It is easier to collate, it will be much more targeted and it will provide the Council and the CAC with more meaningful information.

Council Member Calhoun stated that she would also let the public know that the CAC meetings are open meetings so that as soon as the list is published of the dates of the meetings the public is certainly welcomed to attend any of those meetings. She does not believe that input is appropriate at those meetings; but the public would be able to listen to everything that is said and have opportunities through emails and other resources through the internet and any council member to make comments and be assured that the public will be heard.

Council Member Mount noted that it would be beneficial to have multiple alternatives to deal with different strategies that could come out as opposed to ten years ago where there was only one alternative presented. Multiple alternatives that lay out the decisions that Council has to work through would be best as he believes that this is where the community input would show up as well.

Council Member Huisling asked if the meeting notices will include topics with each meeting. Ms. Jacobs stated that staff will try to be more specific especially if particular department are being covered at that time; but there be some broader language so that discussion can continue and definitely follow the Open Meeting Law. It also helps to have an agenda with detail behind it in terms of focusing conversation and input so that they can accomplish something at the end.

Mayor Mueller noted that the Open Meeting Law requires them to have an agenda. The first meeting may be a general topic because they are basically getting organized but after that they should specifically have listed exactly what they are doing and by that one can tell what they hope to accomplish at that particular session.

Council Member Ash asked for an explanation of how the CAC will be working with the department heads because it is important to note that the CAC is not only looking at cutting; but also at ways that the City can be more efficient and implement some innovative ways to reduce cost. Ms. Jacobs stated that currently the departments are in the process of putting together their plans, projections, current issues and what they see as opportunities for service level reductions.

Ms. Jacobs explained that she and the City Manager will then be meeting with the department heads over the next weeks to make sure that what they are reviewing is complete and consistent with the 2030 VISTA Plan. Staff will then put together written material for the CAC with a copy to Council and then arrangements will be made, based on how the CAC Chair and members would like the discussion to occur, for department directors to present their issues and be available.

Ms. Jacobs also stated that there are no preconceived ideas or foregone conclusions as the whole purpose for the process is to get genuine input from both the Council and their representatives as a nonelected body and to ultimately have an appropriate community engagement component. Staff will convey to the CAC that Council's desire is to have multiple recommendations; however, she would not personally recommend as many as possible because she believes that it is healthier to have the top two or three and a discussion as to why those were selected. The Council at that point will have the opportunity to consider those recommendations, perhaps a mix and match, unless they see that there is a very wide range.

Council Member Gray asked if the CAC will have enough time to consider the information that Council will look at during the Council's Strategic Planning. Ms. Jacobs stated that it is critical for the CAC

before they finalize their report because Council will be thinking about its vision for the community for probably the next five years. The CAC will be provided with summary information following the Council's Strategic Planning Retreat and staff will assist the CAC in writing a final report to Council.

Council Member Mount asked if staff will be available to the CAC as they go through the process and stated that he is interested in how much time will be allotted by the finance manager and the economic development manager to go through something as complex as the tax code.

Council Member Mount noted that he is well aware of how the State breaks down categories and how they get comingled back to the City; but some of the reporting is confusing and there are definite places where the City can take advantage of some of those things in order to alleviate any cuts that could come out of it. Ms. Jacobs stated that it is a top priority of not just Council but the City Manager as well; therefore, he has assigned her to staff the issue at the executive level because it is important enough for her to be in attendance at every single meeting and required staff will be provided at every meeting to respond to the CAC.

Mayor Mueller noted that the last time that Council looked at the tax structure with the CAC; the CAC did in fact have access to staff for adequate responses. Mayor Mueller also noted that he is fairly confident that the CAC will have very good access to staff. Council Member Mount stated that he is confident too; but his concern is to make sure that the perception of due diligence is being done and that this is all being put out there so that the public is just as reassured as Council.

Mayor Muller added that the City is at the start of the process and it is just a matter of making sure that information is available and that people are being listened to. Mr. Potucek stated that this will be a very fluid situation as the City will be going through their own budget process, the CAC will be going through their process, the Strategic Planning process will be going on in the middle and the Legislature will also be meeting at this time. A lot of numbers will change and there will need to be adjustments as the City goes through the process and staff will certainly keep everyone informed as to how all that plays out.

The motion carried unanimously, 7/0.

Item 6 Resolution 2015-007, Appointment of Rick Mueller, Rachel Gray and Craig Mount to the Upper San Pedro Partnership Advisory Commission, said terms to coincide with terms of office and appointment of Gwen Calhoun, Alesia Ash and Chuck Potucek as alternate members

Council Member Huisking moved that Resolution 2015-007, appointing Rick Mueller, Rachel Gray and Craig Mount to the Upper San Pedro Partnership Advisory Commission, said terms to coincide with terms of office and appointing Gwen Calhoun, Alesia Ash and Chuck Potucek as alternate members, be approved. Mayor Pro Tem Blanchard seconded the motion.

Andrae Newcomb, resident, talked about the Palominas Bridge and voiced his concerns about the USPP's prioritization.

The motion carried unanimously, 7/0.

Item 7 Resolution 2015-008, Appointment of Henrietta "Hank" Huisking to the Sierra Vista Metropolitan Planning Organization Board of Directors and appointment of Rachel Gray and Craig Mount as alternate members

Council Member Ash moved that Resolution 2015-008, appointing Hank Huisking to the Sierra Vista Metropolitan Planning Organization Board of Directors and appointing Rachel Gray and Craig Mount as alternate members, be approved. Council Member Calhoun seconded the motion. The motion carried unanimously, 7/0.

Item 8 Resolution 2015-009, Appointment of Karin Finney and Lourdes Montoya-Murphy to the Sister Cities Commission, said terms to expire February 8, 2017

Council Member Huisking moved that Resolution 2015-009, appointing Karin Finney and Lourdes Montoya-Murphy to the Sister Cities Commission, said terms to expire February 8, 2017, be approved. Council Member Council Member Gray seconded the motion. The motion carried unanimously, 7/0.

Item 9 Resolution 2015-010, Acceptance of Robert Zazueta's resignation, with regret; and Appointment of Erik Petersen and Michele Cotton to the West End Commission, said terms to expire October 15, 2017

Council Member Calhoun moved that Resolution 2015-010, accepting the resignation of Robert Zazueta, with regret; and appointing Erik Petersen and Michele Cotton to the West End Commission, said terms to expire October 15, 2017, be approved. Council Member Huisking seconded the motion. The motion carried unanimously, 7/0.

Call to the Public – There was no response.

#### Comments and Requests of the Council

Council Member Huisking thanked the students, Ms. Shockley for her support on the Sister Cities Commission and newly commission appointees; acknowledged Supervisor Pat Call; noted the importance of the Citizens' Advisory Commission task to evaluating current service delivery needs, city-controlled revenue sources, and community expectation; and stated that she is pleased about doing a branding initiative.

Council Member Mount reported on the Library Advisory Commission Meeting; stated that he joined the Friends of the Library; encouraged people to visit the library; noted that the commissions are important, and commented on work session with North Star regarding the branding process.

Council Member Ash echoed Council Members Huisking and Mount's comments regarding the importance of the Citizens' Advisory Commission task and the City's branding initiative.

Council Member Calhoun congratulated the Kiwanis; acknowledged Ms. Laverne Jenkins; reported on the Innovation Campus; announced the upcoming Anti-bullying Conference; and reported on the African-American Community Summit.

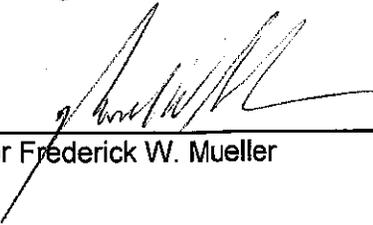
Council Member Gray also reported on the African-American Community Summit.

Mayor Pro Tem Blanchard had nothing to report.

Mayor Mueller acknowledged Supervisor Pat Call; congratulated the newly-appointed commissioners; and thanked staff, management, and everyone who attended the meeting in person or watched.

Adjournment

Mayor Mueller adjourned the January 22, 2015 meeting of the Sierra Vista City Council at 5:20 p.m.

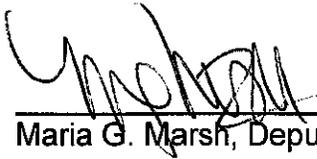


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Mayor Frederick W. Mueller

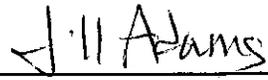
Minutes prepared by:

Attest:



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Maria G. Marsh, Deputy Clerk



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Jill Adams, City Clerk