



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 25th day of June 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 13th day of August 2015

SEAL

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

Maria G. Marsh
Deputy City Clerk

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

Jill Adams
City Clerk

Sierra Vista City Council
Meeting Agenda
June 25, 2015

Call to Order

Mayor Mueller called the June 25, 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 – absent
Council Member Hank Huisling – present
Council Member Craig Mount – absent

Others Present:

Chuck Potucek, City Manager
Mary Jacobs, Assistant City Manager
Tom Alinen, Police Chief
Ron York, Fire Chief
Scott Dooley, Public Works Director
Sharon Flissar, City Engineer
Barbara Fleming, Human Resources Manager
David Felix, Finance Manager
Don Brush, Director Community Development
Pam Weir, Management Analyst
Judy Hector, PIO
Jill Adams, City Clerk
Nathan J. Williams, City Attorney

Invocation – Pastor Laron Wells of Village Meadows Baptist Church, conducted the invocation.

Pledge of Allegiance

Item 1 Acceptance of the Agenda

Council Member Alesia Ash moved that the agenda for the Regular City Council Meeting of June 25, 2015 as written, be approved and Council Member Mount seconded. The motion passed unanimously, 6/0.

Awards and Presentations

Mayor Mueller presented a Certificate of Appreciation presented to Don Brush, AICP, Director Community Development, for his years of service. Mr. Brush thanked the citizens for their input, for watching and spreading the word.

Mayor Mueller presented Certificates of Appreciation to Joe Kraps, Sharon Lake and Bruce M. Piepho, for service during their tenure on the Planning and Zoning Commission and read a letter addressed to them thanking them for their tenure.

Mayor Mueller presented a Certificate of Appreciation presented to Tim Weiler for his service on the West End Commission and West End Fair. Mr. Weiler thanked the City Council, fellow commissioners, his wife, Danielle, and his son, Isaiah.

City Manager's Report

- Upcoming Meetings – Mr. Potucek announced the following:
 - o Council Work Session – Privilege and Use Tax: June 29, 2015, at 4 p.m. in City Manager's Conference Room
 - o Special Council Meeting – Approving the Tentative Budget: July 2, 2015 at 5 p.m. in the Council Chambers
 - o Council Work Session – Update from Ft. Huachuca Garrison Commander: July 7th, 4:30 p.m. in City Council Chamber
- Mr. Potucek announced that all City offices will be closed on July 3rd in observance of Independence Day.
- Bid Awards – Mr. Potucek announced the following awards:
 - o Professional Architectural Services - Scott Rumel Architect and WSM Architects
 - o Landscape Architectural Services - McGann & Associates and The WLB Group
 - o Electrical Engineering Services - GLHN Architects & Engineers, Inc. and M3
 - o Mechanical Engineering Services - Adams and Associates Engineers, PLLC and GLHN Architects & Engineers, Inc.
 - o Professional Civil Engineer Services - Dibble Engineering and Psomas
 - o Professional Surveying Services - Gilbert Technical Services and The WLB Group
 - o Professional Materials Testing Services - Speedie and Associates, Inc. and Ninyo & Moore

Item 2 Consent Agenda

Item 2.1 Approval of the Regular City Council Meeting Minutes of June 11, 2015

Item 2.2 Resolution 2015-071, Acceptance of the resignation of Tim Weiler, with regret, from the West End Commission

Council Member Mount moved that the Consent Agenda consisting of the Regular City Council Meeting Minutes of June 11, 2015 and Resolution 2015-071, acceptance of the resignation of Tim Weiler, with regret, from the West End Commission, be approved and Council Member Huisking seconded. The motion passed unanimously, 6/0.

New Business

Item 3 Resolution 2015-058, Reaffirming and expanding City of Sierra Vista, Sierra Vista Economic Development Foundation façade Improvement Program

Council Member Ash moved that Resolution 2015-058, Reaffirming and expanding City of Sierra Vista, Sierra Vista Economic Development Foundation façade Improvement Program, be approved and Council Member Calhoun seconded.

Mr. Potucek explained that this item was postponed from another meeting to today's meeting, since the \$50,000 in loan funds to the EDF was not included in the original item. The funds will be used as part of a revolving loan fund of \$100,000 for an expansion of their original loan program. The expansion is not in dollars but in application of those funds to more projects.

Council Member Mount asked who would be responsible if a person took out a loan and could not repay it. Mr. Potucek stated that the EDF administers the loan so they would be responsible for recouping the funds. He added that he did not anticipate it since only one person has defaulted in many years.

The motion passed unanimously, 6/0.

Item 4 Resolution 2015-063, Approval of the City of Sierra Vista Classification and Compensation Plan

Council Member Calhoun moved that Resolution 2015-063, Approval of the City of Sierra Vista Classification and Compensation Plan, be approved and Council Member Huisling seconded.

Ms. Fleming presented an outline of the changes discussed at the work session. She explained that the Senior Accountant/Grant Administrator was not deleted but added a Senior Accountant. Only one of those positions is currently funded but both are included as part of the study.

Under non-exempt, a reference that was previously omitted in plan in steps was added. An adjustment was made bringing the Network and Systems Administrator II positions to Pay Grade 210 to be more in line with the class/comp study. The Database Administrator was brought to Pay Grade 102 in line with the Senior Network and System Administrator positions.

Staff is asking that the current pay plan stay in effect until the week of June 26, 2015 and for the Class / Comp Plan to go in effect on that date. This plan asks for \$28,782,417 in the proposed budgets and includes all salaries and burden.

In response to Mayor Mueller, Ms. Fleming confirmed that this was all included in the proposed budget.

In response to Council Member Calhoun, Ms. Fleming confirmed she meant a July 26, 2015 effective date.

In response to Council Member Calhoun, Mr. Potucek stated that the plan will apply to all current and new employees.

Council Member Mount asked if we are not as competitive with class/comp, if other cities have a more effective system, if Council has the ability to initiate a correction or if management would initiate such correction. Mr. Potucek stated that once implemented, an annual market survey of benchmark positions would be conducted to track our pay plan with competition. Any proposed changes would be made by staff to council at that time and Council always has the final decision.

Council Member Mount stated that he supported the class/comp and bringing salaries to market value, but added the importance of making sure the beneficiaries see the value from it. Council Member Mount asked what the process would be to hear complaints and address them. Mr. Potucek stated that there is no perfect class/comp system. He said that staff anticipates there will be concerns and complaints once implemented, that not everyone will be happy. Staff will work with everybody

once implemented, and the management team will address concerns. Individual concerns can be directed to Ms. Fleming and elevated by her, if needed. Mr. Potucek stated that processes are in place to address concerns internally first before brought before Council.

Mayor Mueller stated to Council Member Mount that Council could call a work session if they felt it was a serious issue. Council Member Mount stated that he agreed with Mr. Potucek in that there was no perfect plan, encouraged staff but stressed a need to explain to residents the need for the implementation since many don't understand it and will have concerns since their pay is frozen and have not seen raises themselves. Council Member Mount stated that they will see where they land and move forward cautiously.

The motion passed unanimously, 6/0.

Item 5 Resolution 2015-064, Approval of the Intergovernmental Agreement with the Arizona Department of Revenue for the administration of transaction privilege taxes

Council Member Mount move that Resolution 2015-064, Approval of the Intergovernmental Agreement with the Arizona Department of Revenue for the administration of transaction privilege taxes, be approved and Mayor Pro Tem Blanchard seconded.

Mr. Felix stated that this is a bookkeeping issue. For the last couple of years, the State Revenue Department had been undergoing a tax streamlining process. As a result, requirements have changed in the tax simplification process. The City's current agreement with the Revenue Department is not in compliance with the new law. All contracts with all cities in the state have been canceled so all Councils must adopt a new agreement.

The motion passed unanimously, 6/0.

Item 6 Resolution 2015-065, Adoption of a City of Sierra Vista DBE Program and ADOT's Disparity Study for use in the City of Sierra Vista's DBE Program

Council Member Huisling moved that Resolution 2015-065, Adoption of a City of Sierra Vista DBE Program and ADOT's Disparity Study for use in the City of Sierra Vista's Disadvantaged Business Enterprise Program, be approved and Council Member Calhoun seconded.

Mr. Felix explained that in all prior years, the City has been under the ADOT's DBE programs with goals and objectives. The City must now adopt its own goals under a new grant funding program to continue to receive transportation grants. It will be on the contractor to meet DBE requirements. Ms. Wilson is working with local businesses to help identify local and state DBE's.

Mayor Mueller asked for an explanation of the 30-day notice period. Mr. Felix stated that a 30-day notice period is required anytime the City adopts a new policy like this one. He added that comments can be made to Laura Wilson, the Procurement Manager.

In response to Council Member Calhoun, Mr. Felix stated that the City's goals are the same as ADOT's goals.

Council Member Mount asked what was the purpose of the policy. Mr. Felix explained that that it is a federal requirement. If the City does not meet the goals, staff will need to make a written justification for not meeting those goals.

Council Member Mount asked if there is any following up on the policy. Mr. Felix stated that there is a protocol the City must follow and papers must be filed.

Mayor Mueller added that if there is a disabled business that isn't getting fair treatment, they can write the feds and make the City play nice.

Council Member Calhoun stated that it's not the City that needs to meet the goal, it's the Contractor and asked if the Contractor is not making an effort to meet a goal, if the City would be liable. Mr. Felix stated that the City would need to encourage them to meet the goal. However, State law is very strict on how we award those, which is currently in conflict with the program. Under State law, the City must take the low bid automatically.

Mr. Potucek stated that the City strives to meet the federal requirements even though we have a little bit of a conflict between federal and state law in terms of purchase. Mr. Potucek stated that the City does want to try to find DBEs to meet those goals and Ms. Wilson will work with those contracting community to identify those businesses to help them successfully bid on these projects.

The motion passed unanimously, 6/0.

Item 7 Resolution 2015-066, Supporting the Chiricahua National Park Designation

Council Member Calhoun Mr. Mayor, I move that Resolution 2015-066, Supporting the Chiricahua National Park Designation, be approved and Mayor Pro Tem Blanchard seconded.

Ms. Yarbrough stated that the item is an expression of Council support for efforts of the group to have the Chiricahua National Monument be designated as a National Park.

The motion passed unanimously, 6/0.

Item 8 Resolution 2015-067, Appointment of Kelly Roberts to the Sierra Vista Library Advisory Commission, said term to expire June 30, 2017

Council Member Mount moved that Resolution 2015-067, Appointment of Kelly Roberts to the Sierra Vista Library Advisory Commission, said term to expire June 30, 2017, be approved and Council Member Huisling seconded. The motion passed unanimously, 6/0.

Item 9 Resolution 2015-068, Acceptance of the resignation of Joan Vokins, with regret and Appointment of Tom Reardon to the Commission on Disability Issues, said term to expire September 22, 2017

Council Member Ash moved that Resolution 2015-068, Acceptance of the resignation of Joan Vokins, with regret and Appointment of Tom Reardon to the Commission on Disability Issues, said term to expire September 22, 2017, be approved and Council Member Calhoun seconded. The motion passed unanimously, 6/0.

Item 10 Resolution 2015-069, Appointing Krysta Ellis, Rachel Jacobs, and Rachel Southee to the Youth Commission, said terms to expire July 9, 2017

Council Member Ash moved that Resolution 2015-069, Appointing Krysta Ellis, Rachel Jacobs, and Rachel Southee to the Youth Commission, said terms to expire July 9, 2017, be approved and Council Member Huisling seconded. The motion passed unanimously, 6/0.

Item 11 Resolution 2015-070, Appointment of Vivek Patel to the Tourism Commission, said term to expire June 30, 2017

Council Member Huisking moved that Resolution 2015-070, Appointment of Vivek Patel to the Tourism Commission, said term to expire June 30, 2017, be approved and Council Member Calhoun seconded. The motion passed unanimously, 6/0.

Call to the Public

Joann Kiyabu, Citizen, presented cards from citizens asking not to raise taxes, to consider cuts to discretionary spending, and to make sure the community wants a town center.

Comments and Requests of the Council

Council Member Huisking congratulated Mr. Brush and wished the citizens a happy 4th of July.

Council Member Mount stated his appreciation of Mr. Brush professionalism, thanked the outgoing commissioners and thanked people for showing up to join the commissions.

Council Member Ash stated how she was looking forward on working with Mr. Reardon on CoDI.

Council Member Calhoun thanked Mr. Brush, commented on how hard Mr. Weiler worked for the West End Commission, and thanked the public for their input.

Mayor Pro Tem Blanchard thanked Mr. Brush for his efforts and for being a good coworker.

Mayor Mueller stated that the Army Band would be playing in the park tonight at 6:30 p.m., announced the festivities for the July 4th Festivities would commence on the evening of July 3rd, and asked for citizens to use caution when setting off fireworks. Mayor Mueller also stated that a gentleman brought in pictures of three streets. Avenida Del Sol (misidentified as Giulio Cesare) has been repaired, East Avenida Cochise will be repaired next year as it needs sub-surface work and Golf Links and Coronado has also been scheduled for repair next year. Mayor Mueller asked for citizens to continue to bring in their concerns so that they can be addressed in order of priority.

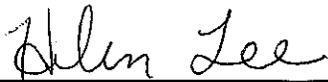
Adjournment - Mayor Mueller adjourned the June 25, 2015 meeting of the Sierra Vista City Council at 5:45 p.m.



Mayor Frederick W. Mueller

Minutes prepared by:

Attest:



Helen Lee, Administrative Secretary



Jill Adams, City Clerk