

Work Session Minutes  
July 7, 2015

1. Mayor Mueller called the work session to order at 4:30 p.m. in the Council Chambers, 1011 N. Coronado Drive, Sierra Vista, Arizona.

Present:

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 Huisking – present  
Council Member Craig Mount – present

Others present:

Chuck Potucek, City Manager  
Tom Alinen, Police Chief  
Scott Dooley, Public Works Director  
Jill Adams, City Clerk  
Jenifer Thornton, Management Analyst  
Judy Hector, PIO  
Col. Boone

2. Presentation and discussion:

- A. Presentation by Fort Huachuca Garrison Commander, Col. Boone, Regarding Installation Gate Changes and Access Procedures

Mayor Mueller introduced the Fort Huachuca Garrison Commander, Col. Boone who provided information concerning the gate and access procedures that will go into effect on August 3, 2015.

Col. Boone stated that the Fort has advertised and this presentation is part of the campaign to move it out. There has been concern about the Fort pulling away and blocking itself from the local community and that cannot be further from the truth. The reality is that it goes back to Homeland Security Presidential Directive 10. Within the last year the Chief of Staff of the Army had an inspection and in looking at the installation, it was found that the guidelines were not being followed. There were unnecessary risks being taken on the Army's installation.

The directive came down to implement Army policy within the Department of Defense (DOD) and within the Presidential Directive. For the seriousness of that, that came down through his channel, the Installation Management Command as the Garrison Commander and the Senior Commander, General Ashley. That is the driving force and it is not new regulation. It is application of Army regulations that are currently out there.

Col. Boone stated that he wanted to assure Council and the local community that the Fort is not trying to lock down the Fort nor are they trying to separate themselves. In the course of his year in command, he fully understands the integration from the City and the local community, both providing services on and off the installation.

It is the application of the law, the National Crime Information Center Interstate Identification Index (NCIC3), effectively the FBI Index and the Army accesses that through the State of Arizona. That says that if a person does not have a Department of Defense ID Card i.e., active military, family member, retirees, Department of the Army civilians, gold star families, then the Col. Has to vet them through NCIC3 data base.

For all of the retirees in the local community there are no changes. Their retiree id card for the retire and the ids for family members and spouses gets them through any of the Fort's gates. If the person does not fall under one of those categories then they are put through the NCIC3 data base.

There is no implementation guidance so a smart way was looked at from a Fort Huachuca application. If a person shows up at Fort Huachuca on August 3, 2015, first day of implementation, to visit the museums, bird watching and that person has no military affiliation nor a sponsorship that person will be checked with an NCIC3 at the Visitor Control Center at the east gate that will be renamed the Van Deman Gate. That person will have to present their driver's license and their social security card and assuming nothing comes back on their background, a card with their picture will be presented and valid for 30 days at any of the gates.

For the local community and the relationships that the Fort has, a category of people to sponsor has been set up and it comes down to the Department of the Army active civilians. If there is an event and there are local neighbors that don't fall into that category, they can sponsor them. The active duty military and the Army's organizations can also sponsor.

One of those three, the person fills out the form, the sponsor signs for them and that person goes through the NCIC3 criminal background check that is not waived a one-year pass can be issued. The Army has done about 1,100 about a week ago.

The Army worked with the city manager for the city officials and workers that do things on the installation to make sure that they are ready to go on August 3, 2015. The same thing with Cochise County for the services that they execute on the Fort.

Temporarily the Murr Rec Center has been set up for work stations from 8:00 a.m. until 5:00 p.m., Monday through Friday. Background checks have been done on all of the residents that are 18 years and older. It does not apply to 17 and below years of age.

For the west gate, an access card with no markings was given out which could be swiped and the gate would open; but the Army found that they were in violation of a couple of policies. Changes were made where a card will not be issues to an individual and they will now have to push the button and show the card that will show up at the MP Station. The MP will verify that the picture matches the person in the vehicle and if there is more than one person in the vehicle, anyone 18 years and over will have to present their id card as well.

The main gate and the east gate were renamed because he wanted to avoid confusion as they move through the transition. Also because he has to do visual control and check trucks, the east gate or the Van Deman Gate provided more access, much more standoff Buffalo Soldier, less impact to the local community and the Army had a facility that was relatively usable. The parking lot has been increased and the building was revamped for a small amount of money because the Army did not provide them money to do this.

The east gate will be the 24-7 gate and the Army is currently working with the City for signage and DOT on the same issue along the road. The main gate that people traditionally know and love that comes off of Fry will be renamed the Buffalo Soldier Gate and will be open from 5:00 a.m. to 7:00 p.m., Monday through Friday. The gate will only be DOD ID cards and the locally produced ID cards. The challenge is that for the number of people in the vehicle, all of those persons will have to provide an ID card.

The Army is currently working with the City so that people visiting over night will have an exit to the City. The Wilcox Gate will be used as a one way out and it will be an exit only.

The intent is to have everyone cleared that needs access. The other caveat from a law enforcement perspective is for first responders and mutual aid will be handled as they need to go. It will not be a badging process.

One exception was made for a career civil servant's spouse because they are not issued a card upon the civil servant's retirement. The civil servant may sponsor their spouse so that they have the same access with their spouse that the military service members have.

The other question has been why he is allowing sponsorship from the active military or civilians and the answer is because he needs an ability to influence them. They are taking the responsibility for that individual or organization. He does not expect any problems; but he did want a mechanism to hold people accountable on the installation.

There will be a process for a special event, i.e., Cochise Community College, the rodeo or Buena's prom. There will be a waiver and as those events are booked, they will go before a board that he has created and as long as he has the authority to approve, he will. The same would apply for a private event, i.e., a wedding.

The Army Directive is clear on why access might be denied. Most of the specific requirements tie back to felony offenses, violent criminals, drugs, terrorist and people that have been identified effectively on the no fly list. If by chance, someone shows up, the gate guard that is running the NCIC3 check will not have any details. They will be handed a predone letter that says that they have been denied access with information on who to contact to go through a waiver.

Council Member Huisking asked who is contacted to attend an event, i.e., the home tour. Col. Boone stated that the event will be tied back to the sponsor or organization so anyone that shows up at the gate, will be scanned for a quick check and turn that person loose on the installation.

In response to Council Member Huisking, Col. Boone stated that if a person already has a card, they can use either gate.

Council Member Ash asked for the events, i.e., the Fort Huachuca Wine Fest, does he have to consider whether or not those events will still be profitable after the gate changes. Col. Boone stated that it is an interesting balance because the Army has to run the bowling alley, the golf course is outside the wire, and Thunder Mountain Activity Centre or any of the other MWR centers. On the one hand he has to run a profitable business on behalf of the installation, provide service and maintain security and they will have to work their way through. A good for instance would be West Pointe football games. They are opening the door on Saturday; but they will take mitigation measures. There will be a bit of a trade off.

He is aware that some people have already cancelled events at TMAC because they are afraid that they are not going to be able to get through the gate. It is a great facility and they produce a great product. They are trying to set things up on a six-week turn for a good waiver process. If by chance an event falls through, they will deal with those on a case by case basis. He hopes that with the sponsorship process that the local businesses, the Chamber and those folks that are supporting the Army, the local community leaders, that the process is in and that they are already sponsored and vetted and it will become seem less.

This makes the installation more secure and so there is a benefit. Same would be true of the delivery truck drivers. The intent is to sponsor and cover them too and they are working with AAFES on the deliveries and meet the intent of the law.

Council Member Ash stated that she has heard that people who have the trusted traveler's card, which they use to get quicker access through the border, can be allowed into the Fort. Col. Boone stated that it is not DOD issued and within the guidance, therefore those cards would not allow access.

Mayor Mueller thanked the Colonel and voiced his understanding.

Colonel stated that there is information on the website available as well.

#### B. Discussion of City Manager Staff Meeting Minutes

Council Member Mount stated that he is glad to see that Ms. McFarland is working with the commissions because they are critical stakeholders. He also stated that he looks forward to hearing her report.

Council Member Mount stated that it is a great idea for the Public Works Department to be working with the Cochise Water Project concerning the city. Any time that the City can partner is great. He also asked about a cost analysis.

Mr. Potucek stated that the Cochise Water Project also worked with Fort Huachuca on their golf course and PDS. The goal is to place sensors to reduce water at the ball fields. It is expensive so the financial contributions are appreciated. After they are in place at the pilot places staff will be able to measure the water usage and billing.

Council Member Huisling concurred with Council Member Mount and voiced her excitement about the water savings as she does not think there has been discretionary money to do that and so she appreciates the partnership. There have been a lot of people that go down and see the water and there is a lot of room for improvements. She looks forward to seeing the results on how much can be saved.

Mr. Potucek stated that there is a larger context. The City has the backbone in terms of gathering information and hopefully later on televising at major intersections. If it can all be tied in and there is a financial effort, the City should be able to push that information to the public faster. It is nice to have a partner.

Council Member Calhoun asked about the Fry Boulevard West end Corridor Study. Mr. Potucek stated that with the change of the main gate there will be less traffic than at the east gate. This is a phase approach and Council approved improvements to Garden Avenue on North Garden. Staff is looking at two lanes, potential parking, better landscaping and walking on the west end. The study will do much the same and it will look to see if traffic can take two

lanes. The study will also determine the best way to do that and with less traffic that may be accomplished. A number of cities have used that approach and the City can make the infrastructure more attractive.

Council Member Calhoun asked about the fuel point software. Mr. Potucek explained that it is the purchase of new software via the Transit Grant because the software that the City has is outdated and the City has a number of customers that rely on that information.

Council Member Ash asked about the Fire Department's voiceless communications. Fire Chief York stated that it will cut down on radio traffic because the department frequently gets multiple calls and the units are responding to numerous places. The system will allow the staff, by the push of a button, to let the department know where they are responding to and from - status yourself. Council Member Mount added that Fort Huachuca utilizes that system.

#### C. Report on Recent Trips, Meetings and Future Meetings

Mayor Mueller announced the Mayors/Managers' Luncheon, July 16, 2015 in Wilcox, Arizona.

Council Member Calhoun talked about the Council's Meet and Greet at community centers and other locations. Council Member Huisking stated that she does not believe the morning bus ride along is a good idea. There is more ride ability in the afternoon.

#### D. Board and Commission Liaison Update

Council Member Ash reported that CoDI is developing an award for businesses that have been friendly and accommodating to people with disabilities. A winner will be announced in August.

Mayor Mueller noted that it is important to keep businesses involved.

#### E. Future Discussion Items and Council Requests

Council Member Mount reported that he received an email from a member of the public who has concerns with the library being closed on Sunday because there has been a club that has met there regularly on Sundays. He knows that this year the budget has been locked down; but he would like to recommend a way to start working on these issues sooner to prioritize things.

Mayor Mueller suggested that Council discuss impacts with the city manager. That is reasonable to do during the month of November so that Council can understand what Council is going into.

Mr. Potucek stated that it would be better to meet later in the fiscal year than that. He did see the request and he will respond. Staff will work with that group or any others in order to accommodate them in another facility.

Mayor Mueller stated that there is an annual lottery for those rooms and that group would have to go into that lottery to get that room. Mr. Potucek stated that the library fills up first because it is free and the City should not charge that group if they are moved to another location if they want to keep it on a Sunday.

Council Member Mount stated that he thinks a risk assessment to start laying out what could happen should take place. He stated that he liked the budget that the city manager had proposed and he thinks that thing can be laid out that could happen so that Council has a better idea for plans to be put into place whether it is cuts or surpluses.

Mayor Mueller concurred and added that the issue of closing the library on Sundays had been discussed but never acted on until now. It was a good decision and the City needs to take the compensatory measures.

Mr. Potucek stated that he tried to use a best analysis with numbers in terms of attendance and it was clear that Sunday had less usage and a positive impact on staff since cutting back on staff. Unfortunately there have been damages similar to the pool and the challenge will be to work with those groups and mitigate.

Council Member Mount asked if Council can go back and visit the Strategic Plan to find those issues that were not addressed and to start working on those for the next year, i.e., Kings Court. This way, when the time comes Council will know what to reconsider.

Mayor Mueller asked staff to set up a meeting to reassess and align the Strategic Plan with the budget. Mr. Potucek stated that this year, knowing how difficult it would be, he had not had a meeting like in January. It was productive to lay out issues, hopeful solutions and certainly anticipate. It is worthwhile to schedule a meeting with a six-month report, the Strategic Plan and the budget around the December timeframe.

## 2. Adjourn

Mayor Mueller adjourned the work session at 5:15 p.m.

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Mayor Frederick W. Mueller

Minutes prepared by:

Attest:

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Maria G. Marsh, Deputy City Clerk

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Jill Adams, City Clerk