

Sierra Vista City Council
Work Session Minutes
March 15, 2016

1. Call to order – 3:12 p.m. in the City Hall, Council Chambers, 1011 N. Coronado Drive, Sierra Vista, Arizona.

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 Huisiking – absent
Council Member Craig Mount – present

Others Present:

Chuck Potucek, City Manager
Mary Jacobs, Assistant City Manager
Matt McLachlan, Community Development Director
Jenifer Thornton, Management Analyst
Jeff Pregler, Planner
Pam Weir, Management Analyst
Jill Adams, City Clerk
West End Commissioners
Commission on Disability Issues Commissioners
Commission on Cultural Diversity Commissioners
Airport Commission Commissioners

2. Annual Commission Review:
 - A. West End Commission

Ms. Mackey, West End Commission Chairman, presented a map outlining the west end and the commissioners.

The West End Commission is community minded and they are collaborating with other commissions as requested by Council. In June, the Commission reached out to the Cultural Diversity Commission, Commission on Disability Issues, Environmental Affairs Commission, Airport Commission and the Planning and Zoning Commission to see what they were doing so that there was no duplication. The Commission also tasked Commissioners as liaison to the other Commissions to work together.

The first All Commission Kick Off was held in January at which commissioners were assigned to monitor City Council work sessions and meetings. Another one is being planned and it is going to be an informal social event and there are plans to make it an annual or quarterly event.

The Commission is working with west end businesses and inviting them to West End Commission Meetings as well as participating in the Economic Development/Chamber Businesses and educating businesses on City policies and ordinances.

The Commission conducted a survey of West End Business in May 2015 and the top responses were:

- West End Face book Page and it is something that the Commission is currently working on;
- Additional festivals/events and it is starting to happen as the Landmark Café and Hoppin Grapes do small events;
- Key thing to attract businesses to vacant storefronts and as part of the education telling them that they are part of the solution;
- Easy access to business loan program, which started out as a Façade Program and has now been expanded to infrastructure; and
- Increase greenery and lighting for Fry Boulevard.

The Commission is also working with the community on the West End Fair, a main event of the year, which is getting better every year. One of the programs implemented this year, Let's Clean Up Our Act, was to clean up the rock wall. There were a lot of volunteers helping clean up the vegetation.

The Commission also attends grand openings, ribbon cuttings and all of the "Atta Boys" for the west end businesses because it is necessary.

Ms. Mackey spoke about the Santa grass root project that started out by a resident on the south side. The Commission started the Santa on the West End at Ciarametero Park at which 45 kids attended on a cold night. Therefore the Commission decided to have it in doors for the following year and Buena Fitness allowed them to have their room for 125 kids. Last year Lee's Karate allowed the Commission to use their venue at which 175 kids attended that were provided with backpacks and anything that a child could use. There were games, crafts and Santa comes in from Las Cruces, New Mexico, an 80-year old that donates his time.

A Faith-based Steering Committee was formed where all of the churches got together on the north side of Fry and decided that they needed a neighborhood association and they meet on the first Thursday of each month at Carmichael School. That is the hub of the neighborhood and they are advocates for the infrastructure improvements, i.e., the lights, curbs and sidewalks. They are trying to get residents involved to decide what is needed.

The Columbian Association Knights of Columbus formed a Neighborhood Response Team to assist neighbors that can't do for themselves. They are also looking at a Community Nurse Program where they can check on the elderly, pregnant women, new mothers and etc. to refer them to the right people.

The Commission has embraced the new brand and the Commission's logo is, "Extraordinary History, Uncommon Future."

Ms. Mackey stated that there some of the history of the Southwest Sierra Vista Residents Association continues; but there is less involvement. There are also a lot of things going on in the neighborhood:

- Fry Boulevard West End Corridor Study;
- North Garden Avenue Redesign;
- Carmichael Neighborhood Association;
- Festival of the Lights; and
- New High Desert Farmers' Market.

Some of the Commission's future agenda include the Mural Project and Streets aping. Ms. Mackey presented her ideas to the Arts and Humanities Commission and became involved with the Arts Association.

There is the second half of the Business Walk and Survey Report coming up on March 31st and then there will be a final report as to what is found.

The Commission would like to see the construction on North Garden Avenue.

There is a new coffee shop and bar, Horned Toad that has taken over the Sorry Gulch. The owner is excited and appears to be invested in the west end and there is hope that it will be open by the West End Fair.

The Commission is looking at more night time activities and entertaining. There are a lot of businesses that are participating.

The Commission also wants the bus route down Fry Boulevard.

The Commission continues educating the businesses on responsibilities and to work on the West End Fair.

Ms. Mackey presented a map of the Carmichael Neighborhood Association church area of responsibility. There are ten pastors that took over the ten areas and are reaching out to the residents. It was such a big area that there could not be just one organization.

Ms. Mackey also presented the new flyer for the West End Fair and stated that the Commission's attitude is, "don't stop, and keep moving forward."

Mayor Mueller commended the Commission on being active in doing what needs to be taken care of, particularly the Clean Up Sierra Vista that will take place once a month for a number of months in certain areas and stated that anything that Council can do, the City will assist.

Mayor Mueller added that the Residents Association on the north side has been a sticking point for trying to get the neighborhoods cleaned up, active and being a community. Getting the pastors involved was a great idea.

Mayor Mueller thanked the Columbian Association Knights of Columbus for setting up the response team as he has already heard good stories about how they have helped people.

Council Member Calhoun stated that she believes that the Commission was largely responsible for the creation of the Carmichael Neighborhood Association and publicly thanked Ms. Mackey and commented that all of the members on the Commission are very interested in what they are doing, a terrific benefit to the community.

Council Member Calhoun stated that the way the Commissions have embraced cross pollination, meeting with each other, has been a good idea. Also having each Commission hear each other's presentations is a good idea.

Council Member Mount noted that big strides have been made as well as the Commissions meeting with each other and share ideas. The west end is important and it is good to see some of those successes start to come to fruition with hard work; but he does not know about the idea of an uncommon future.

Council Member Mount stated that the future looks good right now and publicly thanked the Commission.

B. Commission on Disability Issues

Kristopher Rangel, Chairman, Commission on Disability Issues, stated that their strap line is Extraordinary Challenges, Uncommon Strength, which embodies what the Commission advocates and the disabled members of the community.

Mr. Rangel provided the following quote, “not everything that is counted counts and not everything that counts can be counted”, introduced the commissioners and provided the Commission’s Mission Statement.

The Commission’s approach is to maintain a positive outlook when addressing disability issues, to work in partnerships to find mutual solutions; provide recognition to businesses or individuals that promote disability awareness and by being proactive through communication and education.

The Commission’s goals:

- Recognition by acknowledging businesses, organizations and individuals that support the disabled population, i.e., accommodations, employment and ADA awareness.
- Education; and
- Increase visibility.

Mr. Rangel spoke about the Commission’s recent accomplishments, past year’s accomplishments and Plan of Action 2016-17:

- Collaborate with the Chamber of Commerce to provide education and training opportunities to businesses;
- Partner with business owners by providing input on how their business can better meet the needs to disabled individuals; and
- Continue to acknowledge businesses and organization that recognize and accommodate individuals with disabilities, Sierra VisAbility Business Award and Disability Friendly Sticker (under development and in collaboration with the Chamber of Commerce).
- Continue partnership with Fort Huachuca and the EFMP;
- Advise and collaborate with Vista transit on disability related issues;
- Increase the promotion of organizations that provide ADA services and products;
- Provide additional opportunities for the public to obtain information about ADA services;
- Mutual awareness with other City Commissions;
- Work with the City to ensure all recreation facilities are ADA accessible;
- Interact with other City Departments;
- Promote the City’s effort to assist and serve the disabled community; and
- Collaboration on disability issues with local advocacy groups o a regional level.

Mr. Rangel thanked the City on behalf of the Commission for the website and resources.

Mayor Mueller stated that he appreciates what the Commission does for the community.

Council Member Ash thanked Mr. Rangel for his leadership and motivation.

Council Member Calhoun noted that the folks that have come together are an example that it takes an entire community to form a community. The commissioners are the ambassadors for the City's advances.

C. Commission on Cultural Diversity

Gail Houston, Chair, Commission on Cultural Diversity, introduced the commissioners, stated the Commission's purpose and reported on the largest Cultural Heritage Celebration Event depicting pictures.

In September 2015, some members of the Cultural Diversity Commission attended & supported the exhibit presentation of the Henry F. Hauser Museum's public display of the history of various departments of Cochise County such as: the Sheriff's Office, Fry Fire District, Sierra Vista's police & fire services & other first responders. Ms. Nancy Krieski presented interesting and knowledgeable information about the history of Sierra Vista and the Commission proudly attended and represented the Commission by wearing their t-shirts and name tags. Ms. Chrysti Lassiter assisted Ms. Nancy Krieski with the presentation as Ms. Lassiter is very interested in the history aspect of this community

Ms. Houston provided pictures and reported that some of the Commissioners assisted LTC Trossen and CSM Matthias Wendorff, German Soldiers assigned to the Military Intelligence on Ft. Huachuca, decorate and prepare for the Oktoberfest held at the Thunder Mountain Activity Center (TMAC) on October 23, 2015. It was a very successful Oktoberfest with over 200 people attending.

Commissioners Shaundra, Fran, Chrysti, Debbie Aponte, & Houston attended the Hispanic Cultural Awareness presented by Buena High School, held October 28th. There was food tasting, dancing, a guest speaker, & the school was decorated accordingly. Buena has these celebrations to help their students understand & recognize people are different and it is a win-win situation especially in this global workplace. These celebrations will be held continuously during the year for all cultures.

Commissioners Janet, Shaundra, Sigrid, & Houston supported and attended the Native American Heritage Month - November 18, 2015 presented by Buena High School. It was an entertaining evening and the Native American Guest Speaker spoke about his culture.

Ms. Houston talked about upcoming realities for 2016:

- Liaison with other commissions;
- Meet and Greet events with other communities;
- Continue to attend Buena Cultural meetings and events;
- Continue yearly Cultural Heritage Celebration.

Mayor Mueller thanked the Commission and glad to see that children are being prepared on international cultures. Thanked Ms. Clay.

Council Member Calhoun stated that the Commission is a very active group and interested in the community.

D. Airport Commission

Mr. Jackson, Chairman, Airport Commission introduced the commissioners and noted that they have 200 years of experience as certified pilots. Their experiences include flying for major

airlines, corporate flying, flight instruction, UAS instruction and personal flying. Five of the seven members currently own private aircraft and perhaps the most important member is the one who is not a pilot and has never owned an aircraft as he keeps the Commission from becoming too tunnel vision in discussions.

Mr. Jackson reported on the Commission's 2015 agenda items:

- January, hangar committee, Christmas Airlift, Collision Avoidance Conference and Civil Air Patrol Facility;
- February through April, flying the Feathered Edge, documentary, Call for nomination of commissioners and election of vice chairman;
- May and June, Copperstate 2015, Commemorative Air Force, election of chair and vice chair and expand tenant participation in SVAA;
- July, Copperstate 2015, EAA Young Eagles, McColley Memorial, vacant hangars;
- August, Open Meeting Law Requirements, Copperstate Subcommittee (disbanded), Copperstate 2015, SVAC Member elections/renewals, EAA Young Eagles, McColley Memorial, vacant hangars;
- September, FAA Wings Seminar, Copperstate, Young Eagle, Christmas Airlift, Ramp condition/repairs, Wave Camp, McColley Memorial and vacant hangars;
- October, Wings Seminar debrief, Copperstate 2015, Young Eagles, McColley Memorial, Renewal of Air-Nav ad, election of SVAC officers and vacant hangars;
- December, Wave Camp, Commission vacancy and Runway 3/21 discussion, vacant hangars;
- January and February, Runway 3/21 Commission response, McColley Memorial status, Lease Agreement cancellation time frame and vacant hangars.

Mr. Jackson explained that there are currently 27 vacant hangars out of a total of 61, which represent an annual cash flow in excess of \$100,000. The Hangar Committee formed by the Commission added various incentives to ensure that no one could offer any excuse for not hangaring their airplane in Sierra Vista. The rental rates are competitive, fuel discounts are in place, move-in incentives are provided in the form of free rent, prepayment incentives. The vacant hangars are due to the economy and need aircraft owners to move within the area. There are some proponents of lowering rates in order to increase hangar rentals.

The Commission will do an in depth study of the estimated effects of lowering rents and that will be next year's primary agenda.

The Airport Commission can filter aviation related issues to apply their experience and advise the Council accordingly. The Commission can work for the City to get the best result from the enterprise fund and advise Council on impending controversial items, i.e., Runway 3/21 issue.

Mr. Jackson thanked Council and Public Works. Mayor Mueller voiced his appreciation.

Council Member Gray stated that all of the commissioners are very knowledgeable and they are doing a great job.

Council Member Calhoun asked about the Young Eagles Program. Mr. Jackson stated that people come from out of town, i.e., Benson and Tucson and noted that the program has grown and that other organizations have similar programs.

3. FY 16 CDBG Project Selection/Public Agency Requests

Council Member Gray recused herself because of her involvement with Habitat for Humanity, one of the agencies seeking funding.

Mr. McLachlan stated that at the February 9th Work Session staff presented the purpose and the mission of the Community Development Block Grant (CDBG) Program, outlined eligible projects/activities and laid out a tentative schedule for developing the 2016 Annual Action Plan.

Since that work session, two community meetings were held to solicit applications from outside agencies and to communicate the program requirements and schedule.

Mr. McLachlan noted that this is the first of three meetings scheduled with City Council. Each organization has submitted an application and has been invited to present their requests to Council for consideration. Father Greg Adolf who is spearheading the Carmichael Neighborhood Association with other area pastors was unable to attend; but Ms. Jenifer Thornton with Community Development will brief Council on their request for funding for sidewalks and street lighting along Theater Drive. This was intended to be a joint City/County project; however, the County has elected not to pursue the project with this year's round of CDBG funding.

The Housing and Urban Development (HUD) has notified the City that this year's appropriation will be \$218,415 and a maximum of 20 percent of each year's grant amount can be used for program administration, which equates to \$43,683. This allocation has historically been used to fund the share of the Department's management analyst position. A maximum of 15 percent can be used for eligible public services which equate to \$32,762.

The City's request this year is to install street lighting within City maintained rights of way in the Fry town site and Sulger neighborhood target areas to improve public safety. The City's design guidelines call for public street lights along local streets to be placed at all intersections and spaced apart approximately 250 feet apart midblock.

Mr. McLachlan explained that as shown with the exhibits provided with the staff memo, 19 street lights are needed within the incorporated portions of the Fry town site target area and 26 street lights are needed within the Sulger neighborhood target area. For cost estimating purposes, staff is using the factor of \$5,000 per pole, which includes installation costs. There is \$175,000 in block grant funds when taking out 20 percent for administration that can be divided in multiple ways. All of it can go towards the City project, which would fund 35 new street lights. Alternatively, Council may wish to appropriate up to 15 percent to an outside agency for carrying out a public service and the only applicant requesting operating dollars is Forgach House to fund a case manager. Two outside agencies are also requesting funds to carry out a project, Habitat for Humanity and Good Neighbor Alliance.

Habitat for Humanity is requesting funds for critical home repairs and the Good Neighbor Alliance is also requesting funds to install a new roof on the Samaritan Station Building and representative are present to explain the details of their requests and respond to Council's questions.

In regard to requested action, staff is looking for preliminary guidance from Council on which application to include for funding and at what levels in the Annual Action Plan.

Mr. McLachlan stated that if there is a consensus, staff will plug those line items into draft Annual Action Plan for consideration at the next Council Meeting. A 30-day public review

would follow the final draft scheduled for April 28th prior to the May 15th deadline for submission to HUD.

In response to Mayor Mueller, Mr. McLachlan stated that Public Hearing One is currently taking place where applicants will present their request to Council that will be followed by another hearing on March 24th where the project selection will take place. Staff is looking for preliminary guidance and then they can start building a draft Action Plan. There is a buffer in the schedule in case a meeting has to be rescheduled or if there is need for another meeting.

Council Member Mount asked if there are plans on the table to go less than the 20 percent for an administration fee. Mr. McLachlan stated that 20 percent is the historical allotment; but the time expended is going to vary depending upon the complexity of the projects. If there are subrecipient agreements involved that is going to require more activity on the Department and on a preliminary guidance basis, staff would recommend the full 20 percent; but that could be lowered.

Council Member Mount asked who is administering the work that is going to be done for the \$43,000. Mr. McLachlan stated that it would be Jenifer Thornton, Manager Analyst for the Department.

Council Member Mount asked if the funds have already been allocated and if more of the funds can be allocated towards the projects to get more of them done. Mr. Potucek stated that it is possible depending on the projects. A portion of Ms. Thornton's salary is allocated to the administration and that part is budgeted; but staff can be flexible in terms of the cost and how her salary is paid.

Carmichael Elementary and the Neighborhood Association - street lights, sidewalks, curb and gutters along Theater Drive – Mr. McLachlan stated that Father Gregg was unable to attend; but Ms. Thornton explained that Dr. Egan requested two projects. One is not possible at this time because the request is to take the public service monies to pay for scholarships for the before and after care program and they currently don't have one at Carmichael Elementary over at Bella Vista, which is too far for the kids to go. That is an odd thing and the City has to be very careful because it is a grey line because the City would be taking grant money to pay for a program that the City already has. This request can be ruled out immediately. The other request is curb gutter, sidewalks and street lights along Theater. These are three requests and that includes the City's. It is main thoroughfare from 7th Street to Carmichael Elementary School that all the kids walk along it and there is concern about their safety when walking without curb gutter sidewalks nor street lights. That is a problem and staff can adjust some of the street lights; but the majority of Theater Drive is in the County. The County could not fund it this year and it may be on the docket for the coming years; but staff would like to do as many street lights that the City can do on City property to take care of some of that.

Mr. McLachlan stated that there is a second component to that as they are also requesting the same for Canyon from Fry to Theater and the majority of that right of way is outside the City limits and the Department's position would remain the same.

Council Member Calhoun asked about the number of lights that could be installed. Mr. McLachlan stated that 19 lights are needed within the City owned rights of way in the Fry town site and they are \$5,000 each. Mr. Potucek stated that it comes out to about half of the allocation and if Sulger is also added in that would pretty much eat up the remaining funds.

Council Member Calhoun asked if Sulger is a separate request. Mr. McLachlan stated that it is under the City recommended projects. There is overlap between that and the Carmichael Neighborhood Association.

Council Member Calhoun asked if that includes sidewalks and gutters. Ms. Thornton stated that it does not. Mayor Mueller noted that it is only for lights.

Council Member Calhoun asked if it is negotiable placing lights on the corners and 250 feet apart. Mr. Potucek stated that it is possible. The City could take a phase approach this year and next year, identify the priority lights that are needed in the Fry town site and Sulger and try to get the rest of it done the following year.

Mr. Potucek stated that part of Theater Drive is in the County and there is allot of right of way, drainage and engineering issues that are involved in that and that drives up the cost of the project and that would have to be looked at as a separate project in the future.

Council Member Calhoun asked if it is east/west county or if it is divided in the middle of the street. Mr. Potucek stated that he believes that it is both situations. Mr. McLachlan directed Council to look at the graphic and noted that the area shaded in pink is the unincorporated County. Mr. Potucek stated that the City could potential annex the street from the County and the County would probably be willing to do that. Mayor Mueller noted that the City would then bare all of the cost.

Council Member Mount suggested doing only the lights. Council Member Calhoun noted that it was the original request.

Council Member Mount stated that there is \$174,732 worth of grant funding to work with minus the \$43,000 for the administration and if Council takes the projected base plans on the table, \$95,000 for lights, if maxed out, \$160,000 for Habitat's request, \$20,000 for Good Neighbor Alliance, totaling \$275,000, not counting the service-based ones that are debatable, and asked if Council goes with the max or do they mix them up.

Mayor Mueller stated that after the presentations that is the discussion that Council needs to have.

Kathy Calibrese stated that Good Neighbor Alliance is a homeless shelter for men, women and family with children. The Arizona Department of Housing originally funded the shelter as they purchased and rehabbed the site. The shelter has come to the City several times for CDBG funds and this is the first time that the shelter has come before the City to request funds since the City gets the money directly from HUD. The shelter has been in existence since 2001 and they opened in 2003 and the improvements that were done before the City were done by the HUD. The shelter needs a new roof because it is flat and there is no runoff and the two estimates that they received for the repair were less than \$20,000; but she wants to buffer because after time estimates get stale and they usually go up.

Council Member Calhoun asked about the amount. Ms. Calibrese stated that it is \$20,000 and that is the least amount of money that the shelter has ever asked for of the City and added that she is really pleased with the Carmichael Neighbor Association because Good Neighbor Alliance is also at the table. She also stated that she believes that the district starts with Good Neighbor Alliance at 7th Street and goes up, they are the entry way into Carmichael; but most people would say that it goes the other way. The City has funded Good Neighbor Alliance in the past and encouraged Council to come on a tour because they would be very proud of all of

the work that goes done for the population that is served because they are the only ones doing the heavy lifting for these people.

Council Member Mount asked if there is another source of income to fill in the seams if the City was able to fund part of this through the grant. Ms. Calibrese stated that not at this time.

Council Member Mount asked, without any pictures, how long could the shelter go without a new roof. Ms. Calibrese stated that they just had a band aid process done and it cost \$1,000; but they are thinking they it will not get through the monsoon season.

Council Member asked about administrative costs for the shelter's project. Mr. McLachlan stated that it sounds like a straight forward project to administer; but he does not have workflow projections for Council and staff needs to look at everything in total.

Ms. Calibrese handed out a packet about Good Neighbor Alliance.

Cline Namou, President for the Board of Directors for the Sierra Vista Area Habitat for Humanity, thanked Council for considering their request for \$160,000 to initiate critical home repairs for seven to ten homes. They will build five new homes across Fire Station No. 3 over the course of the next couple of years. The day to day, week operations consist mostly of critical home repairs. Habitat for Humanity will do about five homes each year and have done that over the past three years. Also, most of those projects are on the west.

Mr. Namou stated that they are in the process of completing a critical care home project on Sherbundy on the west end. The beneficiaries have to be 20 percent to 80 percent of median income. One of the beneficiaries is a 100 percent disabled single mother who approached Habitat for Humanity to do a critical home repair that falls under their Brush with Kindness Program. They are nearing completion and through partnerships with Cochise College and organizations i.e., Bergs Heating and Air, Palm Electric as well, they were able to install a water heater, at almost no cost from a labor standpoint, heating, and bring the electrical up to code and the project is close to being finished.

Mr. Namou stated that he would not divulge the cost; but due to partnerships with Cochise College, Palm Electric, Bergs and a number of other contractors, who are willing to not only discount their services and in some cases offer their services at zero cost for labor, Habitat for Humanity has been able to build homes for less and repair the homes that really need it at a fraction of the cost.

Council Member Calhoun asked if they already have homes in mind for the \$160,000 being requested. Mr. Namou stated that they have applicants all of the time. The City has identified 85 homes in the west end that are either dilapidated or in poor condition and they would certainly be able to help with some of those homes. A reason to fund the project is that they will get a lot of bank for the buck because \$10,000 with them goes a lot farther than it would with other organizations based largely on their ability to partner with certain organizations, their relationship with their parent organization, Habitat for Humanity International, receipt of in-kind donations and the name itself that benefits them greatly. They also have a number of volunteers that are willing to volunteer their time to help them.

Council Member Mount asked about the overhead administration percentage versus actual home repairs out of the \$160,000. Mr. Namou stated that he does not have an exact number; but it is close to all of it as very little goes to overhead.

Council Member Mount noted that this request is based on the number of projects that can be completed and asked if they already have projects lined up and prioritized. Mr. Namou stated that this is what they anticipate their need to be. They know that they do five a year and they know that they could do more if there were more resources.

Council Member Gray stated that any funds that they receive for construction or projects the Restore pays for any administrative costs in overhead and all of the other monies goes to projects.

Mayor Mueller asked if they have funds available to do five homes this year. Mr. Namou stated that this would be in addition to that to fund seven to ten projects over the five.

Council Member Calhoun asked how 83 homes could be dilapidated and if there are people living in the homes. Mr. McLachlan stated that late last summer the Department sent out a team to perform an existing conditions assessment, looking at the exterior property and buildings with a rating system that was put into GIS; however, the Department does not have information on which are occupied or vacant.

Mayor Mueller asked if the term "dilapidated" is an official term or if it means that the home does not meet City Code. Mr. McLachlan stated that it is both and that they are HUD guidelines on how to evaluate structures; but there are factors that go into each category.

Mayor Mueller asked if mobile homes are included. Mr. Namou stated that it is only for stick built homes.

Council Member Calhoun asked if occupants are required to participate when building their home. Mr. Namou stated that they can and they refer to it as "Sweat Equity".

Lisa Silva, Program Director at Catholic Community Services, who runs the Forgach House, was not present; but Ms. Thornton on behalf of Ms. Silva stated that this is the only domestic crisis center in Sierra Vista and like all things funding get cut and they are looking for other sources. CDBG funds were used for a modular home for the first Forgach House and since then it has been torn down and rebuilt. They need a case manager to help the women and children navigate through the court and health care systems to get their feet down on the ground. They fall under the public services category and they are limited to \$32,762. They also have some ancillary services that could be looked into to be other than public services; but as it stands, busses, doctor appointments and all of those things are in the public series category. However, they will take anything that the City can give them. Originally they wanted \$75,000; but since that is not available, they reduced it to \$32,762.

Mayor Mueller stated that the City could fund them for one year and asked what would happen the following year. Mr. Thornton stated that they would have to find it or stop because when they go with HUD they don't have the five year requirement that the State has. They can be funded for one year.

In response to Mayor Mueller, Ms. Thornton explained that it is the State that has the requirement that they have to maintain the program for five years. They don't have a percentage like the State required, which was a 25 percent increase in productivity; but HUD states that they have to show a measurable increase of client services and they probably could meet that goal.

Mayor Mueller noted that he is concern that this will be a onetime shot and they will have to look for funding again the next year.

Mr. McLachlan stated that staff is recommending the installation of street lights within Fry town site and the Sulger neighborhood target areas. Each street light is approximately \$5,000 per unit and there is a need for 35 street lights and that is the most that can be funded based on the available dollars. That would cover all missing street lights within the Fry town site and 70 percent within the Sulger neighborhood. Council Member Mount asked if that is the \$95,000. Mr. McLachlan stated that it is \$175,000. Council may scale that back based on the other competing needs, which are all worthy of Council's consideration as they are desperate needs that would improve the City. In terms of the allocation it is a Council decision and that is the guidance that the Department is looking for.

Mayor Mueller noted that the recommendation from staff is to do Sulger and the west side lights. Mr. Potucek stated that he is not prepared to make that recommendation tonight in light of the presentations just held. He will try to refine that for the next meeting.

Mayor Mueller asked if any promises were made or requests from the neighborhood during the Sulger annexation about street lights. Some neighborhoods do not want lights; but at certain intersections because of the traffic flow there needs to be lights in the Sulger area. However, whether the City can provide poles for the entire area is another question. Mr. Potucek stated that he does not believe any specific promises were made along those lines; but now that the City has annexed the area, just like the City has with portion of Fry, can continue to chip away at infrastructure improvements in each area as CDBG funds become available. The lighting project improvements were attractive to the City at this point in time primarily for public safety reasons. Both areas have been in the County and have not enjoyed the lighting that other areas that are in the City have and that is why staff offered that project forward. The other projects presented also indicate needs in the community and he would like to weighs those and provide a compromise recommendation at the next meeting.

Mayor Pro Tem Blanchard stated that he believes that the City did provide lights, curb gutter and paving on one of the streets that went through Sulger. Mr. Potucek stated that it is true; but the smaller streets are the one that don't have lights.

Ms. Thornton stated that it is nice not to present the City's requests and represent everybody else as that enables her to stay neutral. One of the problems that the Department has is in the administration when doing subreceptients because there is a lot of paperwork involved. Neither Ms. Velasquez nor she has ever done a subreceptient administration in the sense of the subreceptient. It is a learning curve and staff will get there when they need to.

Mayor Mueller noted that if Council does not go with all of the street lights and they have one or two others added in, Ms. Thornton will have to supervise the administration of the other two items and that is a new experience for her.

Ms. Thornton added that it is not insurmountable and staff will have to learn HUD's way and Not State. The Department has done emergency repair grants with the Housing Authority; but she does not know if the City would have to do a different subreceptient going to Habitat instead of the governmental agency and that will have to be a different agreement. They will have to keep paperwork and she has stressed to Council Member Gray how much paperwork is involved on their end. It is a government grant and there is always paperwork.

With regard to the roof, the City would take on the project like they did on the landscaping project rather than a subrecipient agreement.

The public services request is very extensive in paperwork and she is sure that they are already keeping good paperwork because that is how they get paid; but there are more requirements along with paperwork and it always concerns her.

Ms. Thornton stated that she has talked to them all so that they know that going with HUD is not easy and they will have a lot of requirements and they all say that they can take that on.

Mayor Mueller asked who pays the money back if they fail to come through. Ms. Thornton stated that they are responsible for the funds and since they are not with the State, the City is not threatened with it. Council Member Mount asked if she is sure about that part. Ms. Thornton stated that she would have to find out because this is new. The City is ultimately responsible and the City could go after them because of the agreements.

Council Member Mount stated that he wants to be sure because he has seen cities get into trouble. Mr. Potucek stated that it is a good question because it is about volunteer organizations, nonprofits that may not have the funds if they are not able to meet the compliance requirements to pay it back in which case the City would be responsible.

Mayor Mueller stated that it also gets political if the City goes against a charity legally. Ms. Thornton stated that it is; but she does not want to discourage because that is why the CDBG funds were created to help the cities and there are very few pots of money for infrastructure and social service agencies. It is different when dealing with Phoenix that has \$14 Million and all of the agencies get their money from them.

Council Member Mount stated that he understands the analogy; but he worries about getting into some of the service based funding due to sustainability. He believes that it is great and a good cause; but he does not know what good will come out of it if they can only go for a year just to get up and then lose their funding because something happens because the City cannot control this. He is unsure if he is 100 percent in favor of CDBG because it does bring up that there are a lot of things in the community, i.e., resources to create the grant to bring it back into the community in a controlled fashion. This time around, the City does have the money and he believes that it can be spent wisely and on a long term project. The services, in his opinion, he is not necessarily in favor of; but he does think that there is a way to probably get the three projects funded. The administrative part, as a project manager, staff should deal with it. Once the role and responsibility are assumed, staff will figure it out; but the funding is limited and the City does have a way to figure out to try to help three different causes. Some of them may be partials as far as the lights go and partial as to what Habitat gets; but he believes that the City has a way to get those three knocked out with the pot of money and they will be longer lasting than the service.

In response to Council Member Calhoun, Council Member Mount stated that he is looking at funding for Good Neighbor Alliance, Habitat for Humanity and the lights to a partial level. If this is done incrementally, the City can do a partial set of lights as he was just doing quick math; but he does not want to go into detail and instead of doing all of the lights, do a partial set as they know that they are 5,000 a piece and the same for the project for Habitat for Humanity, a set piece. The next part that Council has not looked at yet, especially for something like the Good Neighbor Alliance, is that all of the Council Members have some connections in the community and they may be able to find some charitable donations that help offset some of the \$20,000.

Mayor Mueller asked Ms. Calibrese if they have done a specific fund raising project for the roof and noted that not being far off from monsoons, probably not six months; it is a tight type line.

In response to Mayor Mueller, Ms. Thornton stated that the funds will not be awarded until July 1st and come in any time after.

Ms. Calibrese stated that scrounging up is done all of the time; but it has gotten harder for nonprofits, especially with the increase of nonprofits that have come about. Council Member Mount explained that he is not suggesting that they are not trying and proposing that Council try on their end to get them a new roof because he knows that the block grants are the block grants and \$20,000 in the scheme of things, even if they can find \$5,000 in charitable donations, that helps free up something else plus it gets you your roof. Ms. Calibrese suggested a match.

Council Member Ash stated that she agrees with a lot of what Council Member Mount stated. Her priority is the street lights; but that does not mean that they can't reduce some of the street lights in order to free up some of the money for the Good Neighbor Alliance's roof and also for Habitat for Humanity. If she had to number them, she would say the street lights because of safety and the Carmichael Association members' first concern is safety. As for infrastructure projects and something that the City can invest in, she believes that the street lights are key and then the Good Neighbor Alliance and Habitat for Humanity projects and not have the City spread itself too thin; but create a kick start because it is just like Ms. Calibrese stated, they are funding all year.

Council Member Calhoun stated that she would like to hear from the City Manager and Mr. McLachlan too sees how the combinations would be best. She tends to agree to not use soft money for employees.

Mayor Pro Tem Blanchard noted that if they have a flat roof and it is going bad, it goes bad in a hurry and he thinks that is an important thing to do with some kind of peak on it.

Mayor Mueller noted that there is consensus to give the City Manager guidance. He also agrees that the client service is not the best way to go and for the sacrificing of four street lights the City can have a roof repaired and can also look to see if in fact the City can do Sulger next year or some other way so that the City can at least give some money to help the Habitat with their Brush of Kindness Program. There are some areas that the City still needs to do streets; but that needs to be looked at now, street, sidewalks, drainage and ADA compliance in the same areas with lights. However, that needs a little bit more study to figure out how much that is going to cost in the future. He believes that the City can come up with a mix and charged the City Manager with that task.

Mr. Potucek stated that it seems that Council has a consensus on a mix with the different projects and staff's responsibility will be to try and find the best way to maximize those funds between the three projects and prioritize the best locations for the lights and that is the biggest challenge.

Council Member Calhoun stated that in some of the areas annexed, folks do not want street lights; but there are safety issues. Mayor Mueller stated that there are certain intersections where a light is needed.

Council Member Calhoun stated that before Council decides to put many in the Sulger area perhaps it is appropriate to ask the residents. Mr. Potucek stated that it has been done both ways in the past. There are some neighborhoods like County Club when the City annexed years ago where they specifically did not care to have lights because they wanted night skies. Here, the City is talking about areas where maybe there is a higher incidence of crime and those are considerations taken into account.

4. Adjourn

Mayor Mueller adjourned the work session at 5:20 p.m.

Mayor Frederick W. Mueller

Minutes prepared by:

Attest:

Maria G. Marsh, Deputy City Clerk

Jill Adams, City Clerk