

**YOUTH COMMISSION AGENDA**  
Regular Meeting, April 18, 2017, 5:00 PM  
Teen Center, 3405 E. Fry Blvd, Sierra Vista

The purpose of the Youth Commission is to advise City Council on matters of concern to the youth of Sierra Vista, and to recommend and encourage action programs and legislation beneficial to the youth of the community; promote better understanding and integration of youth and the local government, and assist in the planning, operation and evaluation of the local service delivery system for youth related services as consumers of these services.

1. CALL TO ORDER
2. ROLL CALL
3. ACCEPTANCE OF THE AGENDA
4. CALL TO THE PUBLIC
5. ACCEPTANCE OF THE MINUTES FROM MARCH 21, 2017—REGULAR MEETING
6. CITY COUNCIL LIAISON'S REPORT ON RECENT CITY COUNCIL ACTIONS
7. STAFF LIAISON REPORT ON DEPARTMENT ACTIONS AND ACTIVITIES
8. NEW BUSINESS
  - a. 2018 Teen Leadership Conference
  - b. Community Topic—R. Jacobs and E. Johnson
  - c. Youth Commission Vacancies
  - d. Review and discuss amended Commission guidelines
9. OLD BUSINESS
  - a. Teen Town Hall
10. TEEN CENTER DESIGN, POLICIES, & PROGRAMMING
  - a. Teen Center name change
  - b. Programming—drive-in movies and other possibilities
11. REQUESTS OF THE COMMISSION AND FUTURE DISCUSSION ITEMS
12. ADJOURNMENT

The next regular meeting will be May 16, 2017 5:00 p.m. at the Teen Center, 3405 E. Fry Blvd, Sierra Vista, Arizona.

For special needs and accommodations, please contact Jenifer Thornton, Management Analyst, Department of Community Development, 72 hours prior to the meeting or activity. Ms. Thornton can be reached at 520-458-3315, at [Jenifer.Thornton@SierraVistaAz.gov](mailto:Jenifer.Thornton@SierraVistaAz.gov), or through the Arizona Relay Service at 1-800-367-8939, or by dialing 7-1-1

**SIERRA VISTA YOUTH COMMISSION MINUTES**  
**Regular Meeting of March 21, 2017 5:00 PM**  
**Teen Center, 3405 E. Fry Blvd, Sierra Vista**

**1. CALL TO ORDER**

Due to the absence of both Chair and Vice-Chair, staff liaison E. Scherrer called the regular meeting of the Sierra Vista Youth Commission to order at 5:10 p.m. at the Teen Center, 3405 E. Fry Blvd., Sierra Vista.

**2. ROLL CALL**

**MEMBERS PRESENT**

Krysta Ellis  
Ariana Heinrich  
Ethan Johnson, arrived late  
Timothy Jones  
Nicholas Monbleau  
Dominic Valentin, arrived late

**MEMBERS ABSENT**

Rachel Jacobs

**OTHERS PRESENT**

Emily Scherrer, Library Manager  
Alesia Ash, Mayor Pro Tem, Council Liaison

**3. ACCEPTANCE OF THE AGENDA**

A. Heinrich moved that the agenda be accepted as written. K. Ellis seconded the motion. VOTE: 4—0. The motion carried.

D. Valentin arrived and took charge of the meeting.

**4. CALL TO THE PUBLIC**

No members of the public were in attendance.

**5. ACCEPTANCE OF THE MINUTES FROM FEBRUARY 21, 2017—REGULAR MEETING**

A. Heinrich moved that the minutes of the regular meeting of February 21, 2017 be accepted as written. The motion was seconded. VOTE: 6—0. The motion carried.

**6. CITY COUNCIL LIAISON REPORT ON CITY RECENT COUNCIL ACTIONS—Mayor Pro Tem Alesia Ash:**

Mayor Pro Tem Ash spoke about the recent bike rack ordinance that went before City Council. Ms. Ash explained what the ordinance included and which businesses would be affected.

Mayor Pro Tem Ash also talked about current Council discussions regarding West End redevelopment and grant opportunities.

Mayor Pro Tem Ash answered Commissioners' questions about redevelopment terminology and why it may be of concern to property owners, the area under consideration, and the length of time the designation will remain in effect.

Ms. Ash mentioned the Sierra Vista Second Saturdays event will be April 8. She said it's a nice family-oriented event.

**7. STAFF LIAISON REPORT ON DEPARTMENT ACTIONS AND ACTIVITIES—Emily Scherrer:**

Emily thanked the Commissioners for their participation in the teen leadership conference.

**8. NEW BUSINESS**

a. Commissions Update

Mayor Pro Tem Ash briefed the Commission on the results of the Council sub-committee's evaluation of city commissions.

Emily mentioned that the Council may be tasking Commissions with specific actions and activities.

b. Buena Student Council

Emily said that she met with the Buena Student council to discuss concerns about the teen center which is in jeopardy of being closed in the next budget cycle due to expense and lack of use. She said the feeling of the student council was that teens didn't want to use the teen center because they don't like to be supervised. She discussed with the student council changing the name of the facility.

The student council would like to become more involved with teen center use and programming.

D. Valentin said that the building and contents were outdated and unattractive to youth.

A. Heinrich echoed Dominic's sentiments on the dated feel of the Teen Center.

K. Ellis said that a teen center would need to offer something really unique otherwise kids won't come because they have so many other obligations.

D. Valentin suggested the Youth Commission be more involved in running the Teen Center.

c. Teen Town Hall

Emily asked the Commissioners if they would be interested in hosting a teen town hall. She explained what that is and asked the Commissioners for their input.

Emily asked the Commissioners to think about a good time for the event.

d. Annual Update to City Council—April 4, 3:00 p.m.

Emily asked Commissioner Valentin if he and Commissioner Jacobs would be interested in giving the presentation. He said they would do it and he will work with Rachel on the project.

## **9. OLD BUSINESS**

a. 2017 Leadership Conference—After Action Report

Emily asked the Commissioners what they liked about the conference and what improvements could be made.

A. Heinrich suggested more ice-breakers at the beginning.

D. Valentin thought it went well but hopes for higher attendance next year.

Emily said the surveys were mostly positive. She said the shorter time was preferred and participants would like to get swag bags.

b. Project, Government Action Participation—Dominic Valentin and Krysta Ellis  
K. Ellis went to a Council work session in February. She said the discussion was good. D. Valentin watch the Council discussion about the bike racks.

Emily asked if there were other government actions or discussions they were interested in.

c. Project Graduation—Dominic Valentin

The Commission discussed ways they could participate in Project Graduation. The Commission liked the idea of putting together a gift basket or raffle prize.

## **11. TEEN CENTER DESIGN, POLICIES, & PROGRAMMING**

Emily mentioned that Malachi Gray, former Youth Commissioner, now works for the Teen Center.

## **12. REQUESTS OF THE COMMISSION AND FUTURE DISCUSSION ITEMS**

A. Heinrich would like discussion of the Teen Center name change on the next agenda.

Emily encouraged the Commissioners to email Council if they had ideas or suggestions regarding the Teen Center.

Mayor Pro Tem Ash suggested the Commissioners include concern for the Teen Center in their upcoming report to Council.

A. Heinrich suggested more attention should be paid to how available Teen Center resources are spent.

D. Valentin would like to have drive-in movies event at the Teen Center on the next agenda.

### **13. ADJOURNMENT**

The meeting was adjourned at 5:52 p.m.

The next meeting will be April 18, 2017 5:00 p.m., at the Teen Center, 3405 E. Fry Boulevard, Sierra Vista.

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D. Valentin, Vice-Chair

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D. Chatham, Recorder

The purpose of the Youth Commission is to advise City Council on matters of concern to the youth of Sierra Vista, and to recommend and encourage action programs and legislation beneficial to the youth of the community; promote better understanding and integration of youth and the local government, and assist in the planning, operation and evaluation of the local service delivery system for youth related services as consumers of these services.

RESOLUTION 2017-026

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, COCHISE COUNTY, ARIZONA; REAFFIRMING SETTLED POLICY RELATING TO CITIZEN PARTICIPATION IN THE GOVERNMENTAL PROCESS; AMENDING THE COUNCIL GUIDELINES FOR ADVISORY BODIES; AND AUTHORIZING AND DIRECTING THE CITY MANAGER, CITY CLERK, CITY ATTORNEY OR THEIR DULY AUTHORIZED OFFICERS AND AGENTS TO TAKE ALL STEPS NECESSARY TO CARRY OUT THE PURPOSES AND INTENT OF THIS RESOLUTION.

WHEREAS, the City Council has created several advisory bodies to assist in the pursuit of good government; and

WHEREAS, general guidelines were established for these advisory bodies as Exhibit A of Resolution 3685 and amended by Resolution 4415, 4656, 4695, and 2007-153; and

WHEREAS, from time to time these guidelines must be updated to reflect new issues.

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

Section 1

The City Council policy of citizen participation in the form of advisory bodies is reaffirmed.

Section 2

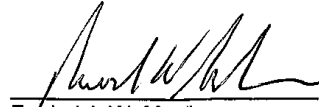
The guidelines on citizen participation on advisory bodies, last updated by Resolution 4695, are hereby amended and are attached hereto as Exhibit A. These guidelines super cede all previous guidelines and individual bylaws established by the various advisory bodies, and are in effect for any advisory body not established by State Statute or governed by Articles of Incorporation.

Section 3

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

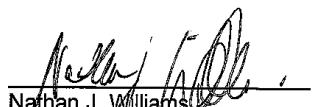
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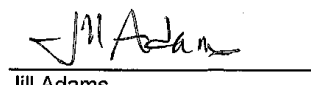
PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY  
OF SIERRA VISTA, ARIZONA THIS 13th DAY OF APRIL 2017.

  
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Frederick W. Mueller  
Mayor

Approved as to Form:

Attest:

  
\_\_\_\_\_  
Nathan J. Williams  
City Attorney

  
\_\_\_\_\_  
Jill Adams  
City Clerk

Prepared by:  
Jill Adams  
City Clerk

## **Council Guidelines for Advisory Bodies**

### **1. Purpose**

This policy replaces the guidelines previously adopted by Resolution 2007-153 and provides clarification to the guidelines for the administration of citizen advisory boards, commissions and committees by the Sierra Vista City Council and is not intended to conflict with Arizona Revised Statutes or Articles of Incorporation. .

### **2. Policy**

#### **A. Creation**

1. Council will designate all advisory bodies with a more permanent nature and specific authority expressly conferred by statute, ordinance or resolution as Board or Commission; the term board or commission may be used interchangeably.
2. Task Force will refer to an advisory body that has a specific task expressly conferred by City Council action and includes a date or definition of its expiration.
3. The City Manager may appoint and disband advisory bodies as committees at his discretion if he deems them to be helpful in the operation of the City, without action of the Council.

#### **B. Membership**

1. Seven (7) voting members.
  2. City residency as defined by the Sierra Vista Post Office delivery boundaries required for voting membership.
  3. City residency as defined by the incorporated city limits and city voter registration is required for membership on the Board of Adjustment, Industrial Development Authority, Municipal Property Corporation, Personnel Advisory Board, and the Planning and Zoning Commission.
  4. Each advisory body may appoint non-voting associate members on an as-needed basis without Council approval and residency is not required for non-voting members.
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5. Members shall not serve on more than one board or commission at the same time.

#### **C. Terms**



1. Each member shall serve two (2) year terms.
2. Each member may serve three (3) consecutive terms.
3. Existing members shall serve until the end of their current terms.
4. Each member having reached their three (3) term limit is ineligible to serve on the same commission for a period of not less than one year.
5. Adjusting terms of one year may be implemented on an as-needed basis to ensure all advisory body members do not have term expirations of the same year. One-year terms will not be counted as a full two-year term.
6. All terms shall begin on January 1 and end on December 31. A one time adjustment shall be made to the terms of current commissioners. Current terms shall be extended to December 31 of the year they are currently set to expire.

**D. Selection**

1. The City Council shall solicit open applications through a standing list of interested applicants, which will remain on file for one year from the date received.
2. Members of the commission may screen, interview, and recommend applicants for appointment.
3. The Council shall appoint voting members by resolution by a majority vote of those council members present.

**E. Duties and Responsibilities**

1. As a body, each commission, committee or board shall be of a recommending and advisory nature to the council. The scope of duties and responsibilities are found in the Commission / Board enabling Resolution approved by Council.
  2. Each advisory body shall adopt their own set of guidelines and operating procedures, subject to Council approval, but not in conflict with Council guidelines.
  3. Each advisory body shall report to the council on their goals and objectives yearly, during a Council work session or at a regular Council meeting.
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